

Every child is a National Asset

LIFE SCIENCES

CURRICULUM ASSISTANT GUIDE



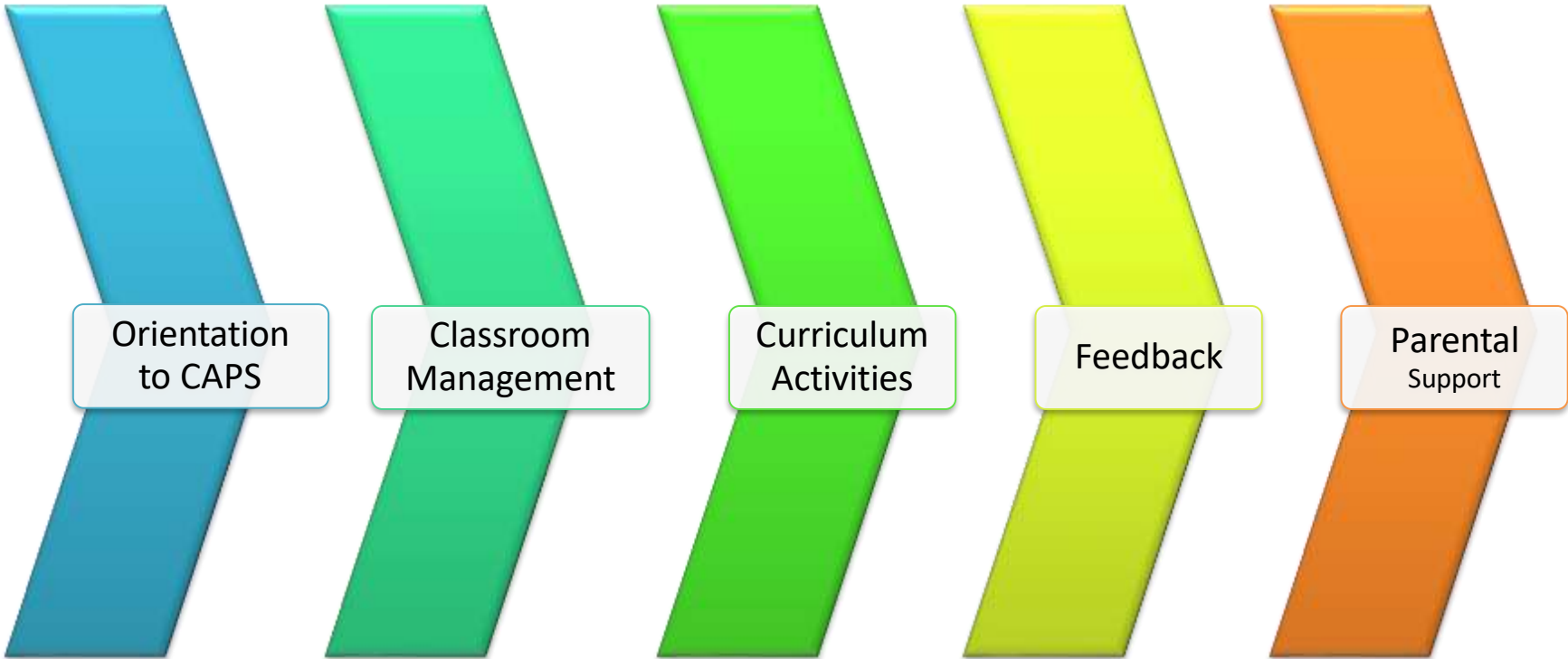
basic education
Department:
Basic Education
REPUBLIC OF SOUTH AFRICA



OBJECTIVE

- To mentor and capacitate curriculum assistants to achieve teaching and learning outcomes

GOALS



Orientation
to CAPS

Classroom
Management

Curriculum
Activities

Feedback

Parental
Support

ORIENTATION TO CAPS

- **Life Sciences** Curriculum and Assessment Policy Statement Grades 10-12;
- 2025 Recovery Annual Teaching Plan (Grades 10-12);
- Textbook used by the school (Grades 10-12);
- DBE subject resources (e.g. 2024 Diagnostic Report, Bright Ideas); and
- EAC Toolkit
- Digital resources

CLASSROOM MANAGEMENT

- assist in classroom management by marking the class register on daily basis
- assist in keeping records of subject attendance, intervention and remediation classes
- assist in the distribution of LTSM resources (textbooks, worksheets, microscopes, models, wall charts)

CURRICULUM ACTIVITIES

- should keep a file to record all the curriculum activities assigned to him/her by the school.
- development of lesson plans focusing on different topics for specific grades, 10, 11
- prepare the relevant material that will be needed for teaching and learning, e.g. ensure that a microscope or micrograph or gathering biological specimens).

CURRICULUM ACTIVITIES

- assist the teacher in sanitizing the workstations of learners on a daily basis.
- display the following responsibilities when assisting in practical work in Life Sciences:

PRACTICAL WORK

- concern for their own safety and that of their students;
- the knowledge necessary to use the materials, equipment, and procedures involved in science investigations in a safe and careful manner;
- knowledge concerning the care of living things – plants and animals – that are brought into the classroom;
- knowledge in working with hazardous chemicals
- the skills needed to perform tasks efficiently, effectively and safely.

USE OF ICT

- Use their ICT skills to teach learners to search for internet resources on the subject.
- Use the DBE Cloud and PED internet sites to download and avail electronic resources in Life Sciences.

Reinforce content taught by the teacher by playing DVDs and You-Tube videos on:

- Human sensory organs,
- The Heart, Kidneys and the
- human digestive system,
- Meiosis,
- Genetic crosses,
- Evolution, Ecosystems,
- Biodiversity in plants and animals
- ,Human Impact on the environment

ASSESSMENT

- the development, monitoring and supervision of both informal and formal assessment of learners in Life Sciences.
- assist with the recording of assessment activities.
- assist the teacher by assisting in the diagnostic analysis for all formal SBA tasks to identify content gaps and misconceptions by learners.
- identify learners with barriers and design intervention strategies for extra support and remedial work in Life



PARENTAL SUPPORT

- provide feedback on learner performance to parents during parents' evening.
- compiling learner profiles for such meetings, e.g. printed mark sheets, learners' test scripts, learner attendance records, parents' register, etc. as part of evidence that might be required by a parent.
- Assist teacher with progress report on learner portfolios should be presented to parents.



A Curriculum Assistant:

- ✓ must be punctual & present;
- ✓ must be neatly attired & always act professionally;
- ✓ should keep a personal file to record all the curriculum activities
- ✓ should help with the development of lesson plans and resources



Curriculum Assistants may not be involved in:

- Teaching;
- Marking of books;
- Set assessment tasks;
- Mark learners' work;
- Write comments on reports;
- Teacher Assistants must not be involved in the discipline of learners.



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Thank you!

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