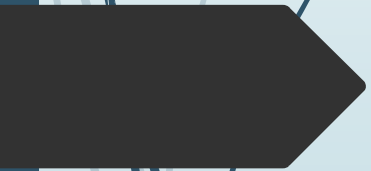


Best Practice



Dos and Don'ts for Instructional Care Assistants



DO.....

Demonstrate **R-E-S-P-E-C-T** for students by

- ▶ encouraging **Responsibility**
- ▶ having high **Expectations**
- ▶ **Speaking** with them instead of about them
- ▶ using **Positive** statements to tell them specifically what you want them to do
- ▶ **Enjoying** their uniqueness as people first
- ▶ offering **Choices** when practical
- ▶ **Treating** them as you wish to be treated



Demonstrate this **RESPECT** with your words, actions, tone and body language



DO.....

Know your job description which includes:

- ▶ Assisting in implementing behavior plans
- ▶ Guiding independent study and remedial work
- ▶ Practicing previously learned skills
- ▶ Collecting data
- ▶ Delivering reinforcers and assisting in record maintenance

These are the components of ABA/discrete trial

DO.....

Learn about the student's abilities

- ▶ Require their best

- ▶ Teach to their strengths, learning style and interests



DO.....

Learn about the student's disability

- ▶ Be patient with deficits, while you teach to improve these



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DO.....

Model appropriate social skills at all times

- ▶ Assume your students understand all conversations, so keep them relevant to the classroom



DO.....

Follow your teacher's directives

- ▶ She is the decision maker in the classroom
- ▶ She is the person directly responsible for the student's progress

Assist her by actively seeking opportunities to enhance the learning atmosphere within the classroom

DO.....

Support all students in the classroom when available, even if you are assigned to a particular student for the majority of the time

- ▶ Remain flexible and supportive to the class as a whole



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DO.....

Foster independence by using least intrusive prompts

- ▶ Choose visual strategies over verbal prompting
- ▶ Allow time for the student to process the situation and respond independently

DO.....

During a student crisis

- Remain calm
- Remain firm
- Remain respectful



DO.....

- ▶ Catch your students being good
- ▶ Recognize accomplishments
- ▶ Praise accomplishments
- ▶ Attend to these accomplishments



However easy they may seem

DO.....

Actively participate in all trainings

- ▶ Apply what you learn
- ▶ If necessary ask for clarification





DON'T.....

Replace the role of the teacher

- ▶ by reporting detailed information to parents

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DON'T.....

Interfere with natural learning opportunities

- ▶ By positioning yourself between the student and the teacher
- ▶ By interrupting positive interactions with peers

DON'T.....

➤ Don't engage in **Personal Activities** during your shift such as:

➤ Emailing

➤ Texting

➤ Phone Calls



DON'T.....

Compare your duties to that of another ICA

- The purpose of your position is to support an **Individual Education Plan (IEP)**





DON'T.....

Develop a dependence upon the student that you support

- ▶ The IEP states **a service**, not a **person**

Generalization is promoted when the student learns to respond to a variety of individuals

DON'T.....

Define a student by their behavior

- Remember that we are **all** a work in





Thank You!