

# Hello, I'm New Here!

## A guide to your new building, district, or grade level

**Repurpose** your resources. If you're staying in the same grade level at a new building, your class library and other resources should still be useful. Even if you've switched grade levels, you'll find that many can be used with minor adjustments.



Find a **mentor teacher** to help you adjust to your new classroom. Because you also have teaching experience, you can share wisdom and tips.

**Be open.** A new environment with new people means fresh ideas. Welcome them. Try them. See if they fit into your teaching style.

**OPEN**

Get information for important school and district **contacts** before you need them and store it in an easily accessible place: absences, tech issues, copy needs, certifications, payroll, benefits, and insurance.



It doesn't matter if you teach second-grade math interventions or AP science to high schoolers, stock up on **stickers**. Your kids will love stickers for good work.



If it's not provided for you, get copies of **meeting dates, locations, and times** for faculty meetings, PLC, content, and grade-level teams. Ask about your role at these meetings as well.



Establish a **quiet signal or call back**. Depending on the change, your old ones may not work with the new age group. Your new building could use a consistent signal, so ask your fellow teachers.



Read every **IEP and 504 plan** thoroughly to understand all modifications and accommodations. Touch base with your special education department for any questions or concerns.

Discuss **procedures** for restroom breaks, hallway travel, homework policies, duties, lunch and recess times, student arrivals, and dismissals with your new teammates. Make sure your expectations are consistent.



Be smart with **tech use** and social media. Find out what is acceptable per your district guidelines. Discuss policies for students and teachers concerning phones at school.

**Get involved!** If you previously had an afterschool art club, see if that's possible with your new position. Volunteer to help the choir teacher supervise at a concert or decorate bulletin boards in the halls.



Adjust your **classroom management system** to fit the grade level of your new students and/or expectations of the new building.



**Know that it's okay to feel uncomfortable in a new setting.** Even if you chose to change your position, it'll take some time to adjust. Give yourself some grace.

**OK**