



Print off your timetable /class lists/photos at end of term

Do your seating plans, SEN info and class data. Ask if you don't understand any of the data. SAVE information in school (check GDPR rules)

Find some schemes of work

Get the room keys that you require

Print off school calendar and put on deadline dates for classes

Put important dates in your planner... with a deadline a week earlier!

Outline plan 3 weeks' worth of lessons, then adapt them to your class as needed.

Read and familiarise yourself with the school behaviour policy

Read pupil information and make notes of suggested strategies

Plan your timetable for homework and marking and stick to it

Start marking in your first week and familiarise yourself with policies. Plan for peer, self and live marking in your lessons to ease the marking loads and ensure feedback is fresh

Get your room/class resources organised before you start. Being able to navigate the room and have resources to hand limits disruption and ensures no dead time in the lesson

Learn how to use school systems (e.g. Sam Learning, show my homework, SIMS) before September. Make notes as you won't remember everything

Buy a new mug and notebook!