

TEACHER'S CHECKLIST FOR LEARNING SUPPORT



- I create a clear and calm working space where distractions are kept to a minimum.
- I consider students' seating and workstations, and I allow them to change places when needed.
- Where possible, I allow students to use different spaces in the school for studying.
- I present homework clearly, and it is easy to access.
- I enable a positive and safe learning environment where making mistakes is allowed.
- I guide students in using digital learning environments and making use of their functionalities.

LEARNING ENVIRONMENT

- I keep the lesson content and objectives clearly visible.
- I use visual support for the lesson structure and instructions.
- I break instructions and tasks into steps, for example first, then, afterwards, and I simplify them.
- I give clear, short, and understandable instructions, using an appropriate volume and tone of voice.
- I make time use visible, for example by using a timer.
- I pace and break up the lesson structure, and when needed I use relaxation exercises.
- I provide information about tools that support learning and concentration, for example headphones, a seat cushion and a squeeze ball.

GUIDANCE AND STRUCTURE

- I use a range of teaching methods and ways of working, and I make use of multimodal approaches.
- I differentiate tasks, schedules and materials.
- I model tasks in a concrete way and connect them to practice.
- When needed, I give extra time to complete tasks.
- I flexibly use different student groupings, taking into account goals, skill levels and learning styles.
- I make sure I have sufficient information about students' support needs and goals.
- I strengthen collaboration with teaching and guidance staff and with student welfare services.

LEARNING

- I offer alternative teaching materials, such as books, audiobooks, videos and digital content.
- I teach the study skills and strategies needed in the subject.
- I enable a range of ways to demonstrate competence, such as projects, portfolios or presentations.
- I provide students with ready-made notes, summaries, word banks, and easy-to-read texts.
- I enable students to save notes and different outputs produced in class, for example by taking photos.

MATERIALS AND METHODS

- I strengthen a culture of everyday interaction by greeting students and talking with them.
- I pay attention to building group cohesion during the course.
- I build on students' strengths, give encouraging feedback, and highlight successes.
- I discuss different goals, ways of learning, and support needs with students.
- I enable students to participate and have a say.

ATMOSPHERE