SCHOOL OF EDUCATION
CENTRAL

NextGen Educators Responsibilities

Attendance:

- NextGen Educators are employees of the school. Therefore, they are expected to be on time and present for the full duration of the work period.
- Absences must be communicated to the school office at least 24 hours in advance when possible and will be documented according to school policy.
- Attendance must be consistent, you are demonstrating that you are a professional and as such, are a reflection of your commitment to the learning environment.
- Lack of consistent attendance may result in a removal from the NextGen program.

Reliability:

- NextGen Educators are expected to complete all assigned tasks, responsibilities, and commitments on time.
- NextGen Educators are expected to maintain confidentiality at all times. Discussion of students, teachers, parents with individuals outside of the school is prohibited.
- Take initiative! Ask questions, make suggestions if you have ideas that can improve a situation, communicate proactively if challenges arise.

Professional Appearance and Conduct:

- NextGen Educators will maintain a neat, clean and appropriate attire that meets both the school and professional standards.
- Clothing should reflect readiness for learning and should align with workplace expectations.
- NextGen Educators must demonstrate behavior that is professional and respectful. This includes maintaining school/district expectations, staying off electronic devices and actively participating.
- NextGen Educators should maintain a positive attitude and willingness to contribute to a safe and productive learning environment.