

Stratford Academy

Substitute Teacher Description

- Will provide meaningful instruction to students in assigned classrooms while the regular teacher is absent.
- Will review and implement the regular teacher's routines, procedures, lesson plans and curriculum objectives.
- Will be responsible for establishing and maintaining a safe and orderly classroom environment and reporting any student injuries, illness and discipline problems to the school administration.
- Will perform any other duties as directed by school administration such as setting up equipment and preparing materials.
- Will supervise students in the cafeteria, playground, assemblies, hallways, field trips and any other school activities.