Ardrey Kell High School

Knight Time Spanish Tutor Training

**What is a KT Spanish tutor:** Students who have maintained A or B in Spanish 3 or higher. Students who are members of the National Spanish Honor Society, and/or National Honor Society members.

**Duration:** Tutoring for 2 weeks (30 mins per day) Monday/Tuesday/Thursday/Friday to equal 4 Spanish contact hours.

***Peer – to- Peer Tutor Training***

***A tutor provides expertise, experience, and encouragement.***

They do not provide “answers,” instead they assist in problem solving, and getting answers through questioning.

**Tutoring Strategies:**

* **Clearly establish expectations for your tutees:** have a clear idea of what you and tutees hope to accomplish during tutoring sessions.
* **Keep consistency with the agreements:** Agree with the TEACHER and tutees on the necessary rules to make each session meaningful.
* **Know your tutees:** discover their strengths and challenges in Spanish. Understand what circumstances to they learn best? poorly? (don’t assume that everyone learns the way that YOU do! Or that their learning styles/conditions are similar to yours)
* Build relationships and trust:
	+ *Be aware of differences:* between you and your tutees. You are not trying to change the person, but to help him/her improve skills.
	+ *Don’t be afraid of questions- encourage them!*
	+ *Give positive feedback, use encouraging vocabulary*: Find success and reinforce effort in all accomplishments (minor and major)
	+ *Summarize and review*
	+ *Celebrate accomplishment.*

***Positive vocabulary:***

*great job*

*well done*

*keep up the great work*

*you’ve got it*

*you’re right*

*awesome*

*let’s try this again*

*try again*

*almost there*

*you are doing great*

**Respect** is essential as a tutor of the Spanish department. Tutors **should not speak negatively** about Ardrey Kell High School nor the Ardrey Kell High School teaching staff, especially Spanish teachers. Tutors should **keep language clean** and positive at all times. Remember you are the “face” of the World Languages department and you are receiving **service hours** for your time.

What should you do?

All students will have **NAMETAGS** they will wear at all times designating them as KTST (Knight Time Spanish Tutors)

1. **Meet your teacher** PRIOR to showing up at her door the 1st day of KT.
2. On day one- **listen, learn, and observe** your teacher and students.
3. Each week TUTORS should **plan 1 activity** to do during KT. This can be a small group or large group activity. Remember back to your Spanish 1 & 2 teachers (maybe you did something cool). **Plan a “lesson”** for students to participate in. Make sure to plan for “teaching” time for other tutors if the activity is complex. - **You** are responsible for making the activity (you can ask teachers for any supplies you might need.)

Let’s come up with some ideas!

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| --- | --- | --- |
| Amount of time | Spanish Topic | Activity  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

Ardrey Kell High School Tutor to-do list

1. Sign up for Knight Time outside of A105 by Wednesday of Homeroom week
2. Meet with your Knight Time teacher after school Thursday or Friday (make arrangements with them)
3. Create an activity for KT once you know what topics KT will cover that week.
4. Bring Honor Society sheet to be signed by teacher. (it is NOT their responsibility to remember when you tutored)
5. Be positive and Use Spanish!

Possible Spanish KT topics

-vocabulary

-Present Indicative tense (yo hablo, tú cantas…)

-Preterite (yo fui, ellos durmieron… )

- Imperfect (cuando era niña comía mucha fruta…)

-Commands (tú affirmative and negative)

- Subject verb agreement (Laura es…, Pablo y yo somos…)

-Adjective/ noun agreement (chica rubia)

-Definite and indefinite articles (el, la, los, las, un, una, unos, unas)

Spanish teacher emails:

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