

FOUR-DAY WORKSHOP

A Survival Guide: How to Start
a 3-6 Montessori Class

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🖥️ FULLY ONLINE

Roles and Responsibilities for the Children's House Team

"All roles and responsibilities are led by the good of the whole and then by the good of the individual." Karen Pearce

This document will act as a source of points of consciousness for the team and individual's reflection. The overview of these roles is written in order of priority so as to lead the Guide to know when and how to respond.

The Lead Guide (LG)

- Overall responsibility for the development of the community. This includes the children's development and that of the whole team.
- Presents all first presentations, re-presentations, POCs (points of consciousness), exercises, presentations of language and games.
- Supports children to make developmental choices, based on our observations.
- Maintains ongoing detailed observations for both the community and 2 individual children a week.
- Creates and is responsible for all record keeping and planning.
- Protects the individual's right to work through mindful actions and positive words.
- Encourages purposeful and constructive activity.
- Encourages a love and value of the environment through ongoing maintenance of the environment and encouraging the children to be actively involved.
- Maintains on-going subtle communication with the ASG (active support guide) to determine who, when, why.
- Facilitates the completion of cycle, according to the individual's developmental capability.
- Develops a program of parent education, so as to build an understanding of Montessori pedagogy and its integration in everyday life.

Active Support Guide (ASG)

- Protects the individual's right to work through mindful actions and positive words.
- Encourages purposeful and constructive activity, intervening when and if necessary.
- Supports children to make developmental choices, based on observations and subtle communication with the LG.
- Facilitates the completion of cycle, according to the individual's developmental capability.
- Provides additional challenges and re-engagement as and when the need arises, based upon subtle communication with the LG.
- Encourages a love and value of the environment through ongoing maintenance of the environment and encouraging the children to be actively involved.
- Maintains on-going subtle communication with the LG to determine who, when, why.
- Maintains ongoing detailed observations for one or two children a week.

Passive Support Guide (PSG)

- Maintains a detailed observation of one child a week.
- Takes small group when required for the good of the whole, directed by the LG. The groups are previously planned at the end of each day.
- Responsible for toilets, encouraging children to become independent.
- Responsible for the cloakroom in the mornings (after the first half term - for the first half term the LG is in the cloakroom with the children and dealing with the parents).
- Answering the door.
- Dealing with parents.
- Responsible for organizing lunch, has lunch with the children and cleans the lunchroom.
- Garden.
- Works in collaboration with the ASG to keep an ongoing planning and observation for the outside activities.
- Takes the register, informs the Lead Guide if a child gets any late.
- Makes materials.
- Is active if needed.

