

All About Our Teaching Assistant Program!

Teaching Assistants have an incredibly important role both in the classroom and around the studio. The Xtreme Teaching Assistant Program strives to create the next generation of teachers and leaders. To be a T.A is a big responsibility as you are expected to be a role model in and around the studio. Below are some of the expectations of a T.A:

1.Attire

You will be provided a t-shirt that should be worn at all times while assisting. This will allow you to stand out as the T.A. Leggings or shorts as well as proper dance shoes are required at all times. (If you are a T.A. for tap you are required to bring and wear tap shoes, etc for all other styles)

2. Punctuality

Please be on time for class as much as possible. If you are going to be late please inform the front desk asap. If you are going to be absent please let us know as soon as you know so a sub can be found.

3. Beginning Class

If the teacher is talking with a parent or taking care of something at the studio, assistants are to begin the class. Please talk with the teacher you are working with about how this situation should be handled should it arise.

4. Bathroom Breaks

Occasionally younger students need to use the bathroom. You may be asked to walk a student to the bathroom. TAs are not responsible for assisting a child in the bathroom. If a child needs assistance with pulling up their tights, washing their hands, etc., please alert one of the front desk or hallway workers who will handle the situation.

5. Attitude

*You are a role model. These students will be looking up to you to see how to behave and enjoy class. Please make sure you maintain a positive attitude during class. Bad attitudes will not be tolerated and you will be asked to leave the program.
Be respectful of your teachers and the students.*

6. Demonstrate

You are expected to demonstrate for classes. This is one of the most important parts of your job. Please be sure to be ready to demo in every class. Additionally, Teacher Assistants will need to know their classes' choreography. They will need to assist with rehearsals for our show in June. The day of the performance they will need to help line dancers up in the wings.

7. "First Aid"

Sometimes a band-aid can go a long way. You may be asked to help a student get a band-aid and make a boo boo "go away". Be sure to help but not make a huge deal out of something small. If we react in a big way - they get scared.

8. Weekly Studio Tasks

Once a week, on a day you are assisting, you will have one task to do around the studio to help XDA run more efficiently. This may be dry sweeping a studio, wiping down the barres, cleaning the mirrors, etc. Tasks will be assigned in September and reevaluated over winter break. They will be your responsibility weekly for the year.

9. Attend Individual Check-Ins

Every two months we will hold brief one-on-one check-ins with Mrs. Madison, scheduled in October, December, February, and April.

XDA Teaching Assistant Important Dates 2025-26

**The T.A season starts in September 2025 and concludes with our Recital in early June 2026*

Mandatory Meetings

- TA Training with Mrs. Ashley - September 6, 2025 6-7:15 PM
- 1-on-1 Check-Ins (Sign-Ups will go out at the beginning of the months Oct, Dec, Feb, Apr)
 - Week of October 13-17
 - Week of December 8-12
 - Week of February 2-6
 - Week of April 20-24

Mandatory Events

- Mebane Christmas Parade - December 5, 2025
- Dogwood Festival - April 25, 2026
- Recital Rehearsals and Show for your TA Classes

XDA Weekly Task Assignment

Once a week, on a day you are assisting, you will have one task to do around the studio to help XDA run more efficiently. It does not matter what day this task is done so long as it is done once a week! When it is completed, be sure to check it off on the “Teaching Assistant Weekly Tasks” board in the Office.

Your weekly task is: _____

Tasks will be reassigned in January for the second half of the year!

Meeting Agenda

- **Team Bonding Activity**
- **Review TA materials**
- **Review important TA dates**
- **Review personal schedule**
- **Review Weekly Tasks**
- **Any questions?**