

**METHODOLOGY OF THE ORGANIZATION OF THE PROFESSIONAL CIRCLE
“CLASSROOM TEACHER” IN PEDAGOGICAL HIGHER EDUCATIONAL
INSTITUTIONS****Kuchkorova Rano Rasulovna**

Tashkent State Pedagogical University named after Nizami., Ph.D.,

Associate Professor

Email: rano.qochqorova@bk.ru**Suyunova Feruza Shavkidin qizi**Associate Professor of the Department of “Chemistry of Oil and a Natural gas” of the
National University of Uzbekistan.e-mail feruzasu@gmail.com**Aliyeva Muqaddas Tuychiyevna**

Ph.D, Associate Professor, Tashkent State Technical University

e-mail: a.muqaddas5954@gmail.com**Annotation**

This article provides scientific and practical recommendations on the organization of a professional circle “classroom teacher” in pedagogical universities and the documents of the classroom management.

Keywords: responsibilities of the class teacher. Class guidance documents. Psychological study of class students, writing a psychological description of class students.

Considering that students of pedagogical higher institutions are future secondary school teachers, it is advisable to organize a professional circle at the school “class teacher“ for conducting classroom management activities, which, in particular, will include students of the III-IV grades. To do this, a 2-hour circle lesson should be organized at least twice a month. The purpose of this circle is to reach students of the III -IV courses: according to the 4 +2 program, students of the III and IV courses attend an internship school two days a week. This means that when organizing a circle class, it is necessary to take into account the methodical days of classes in subjects in schools. For example, for students studying at the Faculty of Natural Sciences, it is important to choose Wednesday. Because Wednesday is considered a day off in natural sciences (chemistry, biology), and on this day these subjects are not placed in the school lesson schedule, that is, our students will not have lessons in schools, and they will be able to allocate time to participate in circle activities. At this circle, first of all, students will be informed about the responsibilities of the class teacher.

THE PURPOSE OF THE “CLASSROOM TEACHER” CIRCLE

Consists of the education of skilled chemistry teachers the future as exemplary classroom teachers, development of the pedagogical talent of young students

TASKS OF THE “ CLASSROOM TEACHER” CIRCLE

- Identification of talents and abilities of members of the circle, creation of decent conditions for the manifestation and development of such qualities;

Implementation of specific measures within the framework of the Decree of the President of the Republic of Uzbekistan dated August 12, 2020 No. PP-4805 “on measures to improve the

quality of continuing education and the effectiveness of science in the fields of chemistry and biology", put forward based on the interests and aspirations of students;

In the hearts of students and youth, the teacher, as well as the class, develop self-confidence in them, while increasing their interest in leadership.

Systematic familiarization of the members of the circle with new methodological resources for the formation of a class teacher, etc.

REQUIREMENTS FOR THE "CLASSROOM TEACHER" CIRCLE:

Each member of the circle should: learn how to keep each document required from the class teacher with an understanding of its content, build up with each student of the class a psychological conversation, and organize a conversation with parents. Organization and conduct of extracurricular work, as well as a deep understanding of the significance, goals and objectives of the normative legal acts adopted in the Republic of Uzbekistan concerning education, the content and essence of the reforms carried out in the country during the years of independence;

THE CONNECTION OF THE ACTIVITY OF THE CIRCLE WITH OTHER EDUCATIONAL PROCESSES

The activity of the circle conducts its work based on the knowledge gained in the main subjects of the annual plan of the class teacher, the study of which will expand and consolidate the acquired knowledge, skills and abilities. Learn from the example of classroom teachers with many years of exemplary experience in such a school. At the same time, each activity has a strong connection with such disciplines as pedagogy and psychology.

Circle will be held on Wednesday from 12:20 to 13:50

Study room -

The head of the circle:

After that, a list of members of the circle will be provided.

The organization of the activities of classroom teachers of a general education institution is organized in accordance with the annex of the order of the Minister of Public Education dated July 30, 2020 No. 180 (charter of the classroom teacher). In accordance with it, the main responsibilities of the class teacher were determined.

Classroom teachers working in general education schools are required to keep the following documents for the 2022-2023 academic year:

1. Volume, excellent design.
2. Certificate of the class teacher.
3. The charter of the class teacher
4. Class teacher's work plans for 2022-2023.
5. Help for class students
6. Social class card.
7. Prophylactic work.
8. Daily com monitoring
9. Code of Conduct Resolution 246 of July 28, 2022 is new.
10. 666-city resolution
11. Collection of protocols.

Then it is necessary to give the next annual work plan of this circle.

Topics, content, expected result and the number of hours allocated to them, the circle session for the first half of the 2022-2023 academic year

**METHODOLOGY OF THE ORGANIZATION OF THE PROFESSIONAL CIRCLE “CLASSROOM TEACHER” IN
PEDAGOGICAL HIGHER EDUCATIONAL INSTITUTIONS**

Date	Content of topics	The purpose of the training	A/H
2022 September	1. Acquaintance with the the circle.	Acquaintance with general information about students.	2
	2. Teaching classroom students the procedure for distributing textbook books.	Teaching the procedure for distributing textbook books.	2
2022 october	Teaching how to keep kundalik.com	Teaching how to keep electronic journal	2
	2. Classroom guidance on classroom students preparing a collection folder and teaching it to run		2
2022 november	1. Assign class activists and train their responsibilities.	Assign class activists and train their responsibilities.	2
	2. Organize a class meeting and teach it how to prepare a minutes	Teach to set an agenda for a class meeting	2
2022 december	2. Teach the class to organize a parent meeting and prepare a protocol for it.	Teach the class to set an agenda for the parent meeting	2
	2. Teach to to write a psychological description for each student	Teach to to write a psychological description	2
2023 january	1. Teach the class to write a general psychological description	Teach the class to write a general psychological description	2
	2. Teach how to report on work of students at the quarter-finals	Preparation of a report on the work done.	2
TOTAL:			10

Topics, content, expected results and the amount of hours allocated for the second half of the 2022-2023 academic year

Date	Content of topics	The purpose of the training	A/H
2023 february	1. Training in the organization and formalization of extracurricular activities	Training on how to organize trips	2
2023 march	1. Teach students to identify their interests and engage in clubs	Teach students to spend their free time effectively	2

**METHODOLOGY OF THE ORGANIZATION OF THE PROFESSIONAL CIRCLE “CLASSROOM TEACHER” IN
PEDAGOGICAL HIGHER EDUCATIONAL INSTITUTIONS**

	2. Teach class students to get interested and involved in science olympiads	Teach students to participate in science Olympiads	2
2023 aprel	1. Teaching the organization and formalization of spiritual – educational work in the classroom	Organizing events and teaching formalization	2
	2. . teaching the preparation of protocol	teaching the preparation of	2
2023 may	Increase the interest of class students in reading.	Increase the interest of class students in reading.	2
	Teach to submit a report on the progress of students in the classroom	Teach the preparation of an annual report	2
2023 june	1. Teach to submit a report on the progress of students in the classroom	Teach the preparation of an annual report	2
	2. Teach classroom students to collect distributed textbook books and submit them to the school librarian	Teach students to pick up and hand over books	2
TOTAL			18

The purpose of organizing such a circle of training once every two weeks is to provide information taught in the 1st week of the month, for example, “ Procedure for receiving textbooks from school librarians for classmates and distributing them to classmates “ After teaching the topic, students can come to the next session-up to Wednesday 3rd month. practical from leaders learns in terms of and strengthens the theoretical knowledge gained in the circle by looking at it in practice. It is then important that the leader of the circle certainly oversees the conclusions he has received from each participant of the circle, studying the topic of practical use. Because every exercise in the circle is a step taken to learn classroom leadership activities.

In general secondary schools, the formation of a student community in the work of a class leader is a central task, as educating an individual in a community is a leading goal of upbringing –. The class leader is the closest person to students among schoolchildren . It is important to teach the participants o the circle the psychological study of the student's personality in each session of the circle.

We need to provide our students with the following information through circle sessions and shape them as future class leaders;

- Classroom leader – is a direct and primary organizer of school and upbringing;
- The peculiarity of the work of the class leader is that he forms a team of students;
- The modern class leader carefully examines the causes of students' bad behavior, low mastery;
- One of the important tasks of the class leader – is to develop the student's air, beliefs and knowledge, ability to study, professional ability, age and mental characteristics, implementation of future life plans of each student, protection of student health;
- The breadth of culture from the class leader, adherence to the requirements of pedagogical etiquette, not to forget the demands on each student with respect for him as a human being, to

have organizational skills, a creative approach to work is required with the continuous improvement of their skills;

- A very important trait for a class leader is – humanity, i.e. a growing person should be treated as a high value. Human relationships are about kindness to the student, helping him, listening to their opinion, and being highly demanding of his student activities;

-The class leader raises his ideological and political consciousness;

-The class leader is always an active, creative person;

- I think it is expedient to organize more separate training courses on retraining and retraining of class leaders in order to constantly develop their knowledge, skills and competencies, to further increase their competence.

LIST OF USED LITERATURE

1. Constitution of the Republic of Uzbekistan T .: 2014 –.
2. Speech by the President of the Republic of Uzbekistan Shavkat Mirziyoev at the ceremony dedicated to the Day of Teachers and Coaches on October 1, 2020.
3. Law of the Republic of Uzbekistan No. 637 of September 23, 2020 “ Education ”.
4. Karimov I. A. “ The harmonious generation – The foundation of Uzbekistan's development ”. T .: “ Uzbekistan ”. 1998 –.
5. Karimov I.A. “ Load spirituality – invincible power ” T .: “ Spirituality ”. 2008.
6. Karimov I.A. “ Uzbekistan is striving for the 21st century ”. T .: “ Uzbekistan ” 1999.
7. Ziyomukhammedov B., Abdullaheva Sh. « Pedagogy ». T .:, 2000.
8. Ismailova Z. Methodology for organizing educational work. T .: 2006.
9. Mavlonova R., B. Normurodova, N. Rahmonkulova, Methodology of Educational Work.-T .: "Book", 2010.
10. Oryov N.O., Jo'rayev A.J. School, Family and Community Cooperation Council. T .: “ Teacher ”, 1989.