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| Mentor Space - Mentor Space |

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| **Course:** | Primary 3-7 (Early Years) Post Graduate Certificate in Education with QTS | | |
| **Phase:** | Consolidation | **Week:** | w/b MONDAY 25th MARCH 2024 |

**Welcome to the weekly Mentor, Trainee and Link Tutor newsletter from the Department of Early Years.**

This is an 11-week Professional Practice Placement (PPP) which sees the trainees starting their teaching requirements from **week 2** at **30% whole class teaching**. During **Weekly Development Meetings** (WDM), Mentors will complete a **Weekly Development Summary** (WDS) each week, and a **Lesson Observation** (LO) from week 2 (a minimum of 8 LOs should be completed throughout this PPP) with the trainee. Link Tutors have **4 Quality Assurance** (QA) meeting points with Mentors and Trainees, these will be agreed individually with you to best suit school/teaching requirements.

Trainees are expected to upload each weekly WDS and LO forms (from week 2) onto InPlace, in a timely manner. Please could Mentors encourage trainees to complete this task during their PPA time. As PPQL, these forms are used to track the progress of each individual trainee, and to offer further support as and when it is required.

**Mentors,** please see the relevant information below which relates to the **EYPGCE** trainee that you are mentoring. If you have any further questions or queries, then please do contact **Amanda Casey** (Professional Practice Quality Lead (**PPQL**) for EYPGCE Placements) using this email address [Caseya@edgehill.ac.uk](mailto:Caseya@edgehill.ac.uk)

**Link Tutors** thank you for agreeing to support Mentors with the training of the EYPGCE trainees in their final Professional Practice Placement. Please do check out the TEAMS chat that has been set up for you to ask questions and share successes.

**Trainees** you have been well prepared to begin this final PPP, please use all available opportunities to ensure that you are able to plan, teach and assess all learners, under the expert guidance of your Mentors. You will be teaching full-time from around week 6 onwards, so again, ensure you are well prepared to undertake this expectation.

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| **Weekly intended curriculum expectations linked to CCF:** | |
| The weekly **Strand Component Tracker**, and **Subject Component Tracker**, can be found using the link below. These documents are used to track the progression of teaching and pedagogical skills in the EYFS and KS1 curriculums **and** the ITE strands (e.g. High Expectations, How Pupils Learn, Adaptive Teaching, Professional Behaviours and Assessment). The ITE strands can also be seen woven throughout the WDS forms and are particularly pertinent to the **FINAL** (green) WDS which is completed upon the trainee’s conclusion of this PPP. The PPP Handbook holds all the information related to this PPP, and can also be found using this hyperlink [Mentor Space EYPGCE Consolidation PPP Documentation](https://sites.edgehill.ac.uk/mentorspace/category/pgce-3-7-consolidation/). | |
| **Mentor Focus:** | |
| Stage 1 - ***CORE Online Mentor Training*** at [EHU Mentor Space](https://sites.edgehill.ac.uk/mentorspace/). This online unit provides Mentors with the research evidence and underlying principles for mentoring at Edge Hill University.  Stage 2 - ***Phase Specific Mentor Training*** at [EYPGCE Consol PPP Phase Specific Training](https://sites.edgehill.ac.uk/mentorspace/category/pgce-3-7-consolidation/). This is tailored to the specific placement phases and trainees,’ where Mentors will receive guidance about the curriculum appropriate to the phase, the content of centre-based training to date, and expectations whilst on professional practice.  Stage 3 – ***Mentor Self-Study*** - Using the Mentor Space, Mentors can familiarise themselves with the partnership agreement, curriculum documentation and professional practice forms.  **The next Newsletter (3) will be emailed out to Mentors for w/b Monday 8th April.** | |
| **Observation of experts to support training suggestions:** | **Research and Resources:** |
| **Week 2** focuses upon the trainees gaining a good understanding about behaviour management, this knowledge can be developed by talking about systems that school employs, by observing expert practitioners and by research and reading about behaviour strategies. Additionally, trainees are expected to know and understand how school addresses SEND learning and ensuring equality for all children. Trainees may ask about interventions that are scheduled for identified learners so that they too can observe, assess, and plan for these within their percentage of teaching. And finally, how does school expect trainees to engage with parents and support them in being a part of their own children’s learning experiences. Trainees at this stage of their training should be involved and engaged in all areas of school life, so please do ensure that thus is obvious and present each week. | All relevant information related to this Professional Practice Placement, for Mentors and Link Tutors, can be accessed using this link to Mentor Space  [Mentor Space EYPGCE Consolidation PPP](https://sites.edgehill.ac.uk/mentorspace/category/pgce-3-7-consolidation/)  INSTITUTE, E., 2018. Bullying: A review of the evidence –  Education Policy Institute. Education Policy Institute [online].  STRICKLAND, S., 2022 The Behaviour Manual; an Educators Handbook.  Woodbridge: John Catt Publications.  TAYLOR, C., 2011. Charlie Taylor's Behaviour Checklist.  Assets.publishing.service.gov.uk [online]. |
| **Link Tutor: Notices** | **Trainee: Where to find SUPPORT** |
| **Link Tutors**, please access the **Link Tutor Space** tab, on Mentor Space, for further support and guidance of this Professional Practice Placement.  Alternatively, please email me or call my office number. These details can be found on our **EYPGCE Consolidation PPP Teams Chat** link. I will send weekly reminders and updates using the Teams platform. | **Trainees** if you require support with:  # **ACADEMIC WORK** – contact your Module Leader or Supervisor or Learning Services on [EHU Library/Learning Services](https://www.edgehill.ac.uk/departments/support/ls/)  # **EYPGCE PROGRAMME** – contact Jackie Sumner as PL at [Sumnerj@edgehill.ac.uk](mailto:Sumnerj@edgehill.ac.uk) or Amanda Casey as APL on [Caseya@edgehill.ac.uk](mailto:Caseya@edgehill.ac.uk)  # **MONEY ADVICE** (inc PPP Travel Expenses) – contact the team on [EHU Money Advice](https://www.edgehill.ac.uk/departments/support/studentservices/moneyadvice/money-issues/)  # **PLACEMENT** – contact the Placement Team at [primaryplacements@edgehill.ac.uk](mailto:primaryplacements@edgehill.ac.uk) or Amanda Casey (PPQL) on [Caseya@edgehill.ac.uk](mailto:Caseya@edgehill.ac.uk)  # **STUDENT SUPPORT** – contact the Catalyst team on [EHU Student Support](https://www.edgehill.ac.uk/departments/support/studentservices/student-support-team/)  # **WELLBEING** – contact the wellbeing team on [EHU Wellbeing](https://www.edgehill.ac.uk/departments/support/studentservices/wellbeing/) |