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| Mentor Space - Mentor Space |

Welcome to the weekly mentor, trainee and link tutor briefing from the Department of Primary and Early Years Education.

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| **Course:** | BA Hons Primary Education with QTS (Part-time Programme) | | |
| **Phase:** | Introductory | **Week:** | 3 |

Hello everyone. Welcome to the Week 3 newsletter.

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| **Weekly intended curriculum expectations linked to CCF:** | |
| Please refer to EHU ITE Curriculum guidance as appropriate.  Trainee to address the statements below and discuss with the mentor in the Weekly Development Meeting.  **SK** Refer to Subject Component Grid for Core and Foundation Subject Knowledge Focuses  **HE**  To learn how to collaborate effectively with additional adults to create a supportive and inclusive learning environment.  **HE** To know and reinforce established school and classroom routines.  **HPL** How the graduated response outlined in the Code of Practice is implemented in schools.  **HPL** How children with Special Educational Needs are identified in line with the Code of Practice.  **HPL** Understand the role the teacher plays in supporting memory and effective learning.  **PB**  To know their duties in respect of safeguarding and equalities legislation.  **A**  Understand the influence of personal experiences and professional subject knowledge on assessment of children’s learning. | |
| **Mentor Focus:** | |
| Thank you for your continued support of our trainees. This week trainees will continue to jointly plan lessons with you. Whole class teaching will be around 20% of the timetable and 60% will be group work, team teaching and observations. PPA remains at 20% throughout the placement. Please ensure trainees are observed regularly each week, both formally and informally. Formal observations are intended to provide the trainee with subject specific feedback. You may wish to access subject specific mentor support for target setting which is available [here](https://sites.edgehill.ac.uk/mentorspace/support-for-target-setting/primary-target-setting/) on the mentor space.  Please ensure that your trainee has a clear overview/timetable for each week showing when they will be teaching and the focus for their sessions so they can ensure they are fully planned and prepared for teaching.  If your school uses specific schemes or resources, please can you provide your trainee with access to these to ensure continuity and progression for your classes. Please continue to discuss the subject and strand component trackers at the WDS meeting each week to assess your trainee’s progress through the EHU ITE curriculum.  Interim QA3 visits by link tutors should be taking place in the next week or so. This includes a joint observation of your trainee’s teaching and feedback discussion.  Please contact your Link Tutor as soon as possible if you have any worries or concerns about your trainee so that we can support your trainee and school in a timely manner. Link Tutors will then advise or will contact me if necessary. | |
| **Observation of experts to support training suggestions:** | **Research and Resources:** |
| Make use of the opportunities to observe other colleagues in different year groups and have a specific focus in mind. This week it may include observing retrieval practice to inform planning and assessment. You may reflect on how the teacher structures lessons to avoid cognitive overload. You may also have a specific subject focus e.g. how manipulatives and representations are used in maths lessons to scaffold learning and when these are removed. | DEPARTMENT FOR EDUCATION, 2024.*The trainee teacher behavioural toolkit: a summary*. Available from: <https://www.gov.uk/government/publications/initial-teacher-training-itt-core-content-framework/the-trainee-teacher-behavioural-toolkit-a-summary>  GLAZZARD, J and STONES, S., 2021*. Evidence Based Primary Teaching*. Sage. London.  OFSTED, 2023. *Coordinating Mathematical Success: The Mathematics Subject Report.* [Online]. Available from: <https://www.gov.uk/government/publications/subject-report-series-maths/coordinating-mathematical-success-the-mathematics-subject-report> |
| **Link Tutor:** | **Trainee:** |
| Thank you for completing the details on Inplace for QA1 and 2. Please ensure QA3 visits are completed in the next week or so and the feedback recorded on Inplace. Please continue to track your trainee’s progress through the WDS and lesson observations.  Just a reminder that a Teams area has been set up for LTs so if you have any questions please use this area.  If you need to contact me directly my email is [healyl@edgehill.ac.uk](mailto:healyl@edgehill.ac.uk) | It is good to hear from link tutors that you have settled in well to your Professional Practice.  Please remember to upload your WDS and lesson observations to Inplace at the end of each week so your tutors can also monitor your progress.  Planning documents should be created for each lesson (whole class and group tasks) you deliver. This includes using the Edge Hill planning template for lesson plans/sequences of work and making use of school plans with adaptations for your pupils. Remember to share them with your mentor in a timely manner so feedback can be given and any adjustments made prior to teaching.  Remember, any teaching should be evaluated and reflected upon. What did the children do well? What needs to be recapped or covered again in the next lesson? Who needs further intervention or extension? What are you going to do for those children? What about your teaching? What did you do well? What do you want to do differently next time? How are you recording children’s progress and attainment?  Have a good week! |