

## Welcome to the weekly mentor, trainee and link tutor briefing from the Department of Primary and Childhood Education

| Course:  | Phase:       | Week: |
|--|--------------|-------|
| BA Hons Primary Education with QTS<br>(School-based Programme) | Introductory | 6     |

Hello everyone,

Welcome to the Week 6 newsletter for the final week of the Introductory Professional Practice.

Firstly, can I say a huge thank you to all mentors, link tutors and trainees for the hard work and commitment that has been shown by everyone throughout this placement. Mentors and link tutors, our trainees have made great progress and thank you for the guidance, feedback and support you have given to facilitate this and enable our trainees to shine. Trainees, well done for your wonderful work and the commitment and dedication you have shown in taking on board the advice given and working hard to develop your practice.

I know some of you will be starting your Spring half term holiday soon (and some may have already started this), so please use the guidance here for week 6 as appropriate to your holiday pattern.

### Weekly intended curriculum expectations linked to the ITTECF:

Please refer to [EHU ITE Curriculum](#) guidance as appropriate.

SK - Refer to the Subject Component Grids for Core and Foundation Subject Knowledge Focuses

[Primary 5-11 UG Introductory \(Y1\) PT - Mentor Space](#)

HE - To know the eligibility criteria for Pupil Premium funding and the purpose of the funding.

HE - To understand the importance of assessment when supporting pupils who use EAL.

HPL – To be able to write effective plans for a range of lessons with support (whole class).

PB – To be able to exercise personal responsibility for their ongoing professional development including addressing educational development, responding positively to constructive feedback and learning from experienced professionals within a structure mentoring environment.

PB – To understand the importance of seeking appropriate advice and support when dealing with specific issues (behaviour, workload, safeguarding concerns).

### Mentors

Thank you very much for your ongoing support for our trainees and for all the advice you have given to them as they begin their teacher training journey.

**Final WDS and documentation:** Please could you ensure the final WDS and lesson observations are completed by the QA4 meeting with the link tutor and that the attendance record is up to date. This final WDS provides an opportunity to summarise and celebrate the key strengths of the trainees throughout the placement, including any extra-curricular opportunities. There should be 6 lesson observations also completed, one of which needs to include SSP.

**QA4 Teams meeting** - Link tutors will be meeting with you this week to discuss the final WDS, reflect on the progress of your trainee through the ITE curriculum and to celebrate all that has been achieved.

**Attendance** – Please could you and your trainee complete the Attendance Record on Abyasa as this documentation is also necessary to complete the practice.

### **Link tutors**

**Abyasa** - Following the final QA4 meeting in Week 6, please ensure all QA details are up to date on Abyasa. Could you also check the attendance record has been completed as well as all WDS and lesson observations. Please follow up on this with the mentor if any are still outstanding. All documentation needs to be complete in order to show in the system that the Professional Practice has been successfully completed. This is necessary for the Review Meeting.

If there are any queries please let me know via email or the Teams area for the Year 1 SB Introductory Professional Practice.

Thanks again for all your support and for keeping me informed about the progress of our trainees. It has been lovely to hear so many good news stories.

### **Trainees**

Well done-you are now in your final week! I have heard some wonderful things about your practice from mentors and link tutors and your dedication is evident. I hope you are proud of all you have achieved.

#### **Observation of experts to support training suggestions:**

As you will probably be teaching more whole class lessons in the final week, continue to focus on effective planning and evaluation of these. Using observations and guidance from expert colleagues, discuss how teaching, across a range of subjects, can be adapted effectively for the individual needs of the pupils in your class to ensure each child makes progress. Make a note of targets you will be taking forward into your next placement and any research you need to develop to enhance your subject knowledge and pedagogy.

**Attendance** – Please ensure your attendance record is complete on Abyasa and that your mentor has also validated this. This is a necessary part of the final documentation for completing the Professional Practice.

Have a good holiday and a great final week!

Lorraine Healy

Professional Practice Quality Lead for the BA Hons in Primary Education School-based Programme

### **Research and resources:**

MORRISON MCGILL, R. 2024. Lesson planning. Available from: [Lesson planning: My College \(Chartered.college\)](#)

SOBEL, D. 2018 Teaching interventions and over learning. Available from: [Teaching interventions: Pre and over learning \(sec-ed.co.uk\)](#)