

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

Course	PGCE Primary 5- 11 with QTS		
Phase:	Consolidation	Week:	9

Hi all

The penultimate week for the majority of our PGCE trainees! As always, thank you for all that everyone is doing to make these final weeks in school an exciting and valuable learning journey for trainees and children alike. A reminder of my request from last week to have all WDS paperwork, observations and QA points up to date submitted on time so that we are ready for the academic board. Don't hesitate to get in touch if you have any questions at all.

Have a lovely week!
Virginia

Weekly intended curriculum expectations linked to ITTECF:

High Expectations:

- Know how to make effective use of teaching assistants and other adults to support effective classroom and behaviour management.

How Pupils Learn / Classroom Practice / Adaptive Teaching:

- Be able to incorporate the use of technology, including educational software and assistive technology to support teaching and learning for pupils with SEND.
- Be able to develop effective medium-term planning sequences which are informed by assessment of children's learning and consider the range of needs of pupils in their class.

Professional Behaviours:

- Be able to manage their workload effectively.

Assessment:

- Be able to independently analyse, interpret and relate a school's assessment policy to their own teaching practice.

Mentor Focus:

WDS Trainee Progress Recommendations:

- ☒ Trainee is making sufficient progress through the curriculum
- ☐ Trainee is making sufficient progress through the curriculum but this has required additional support
- ☐ Trainee is not making sufficient progress through the curriculum. A progress support plan should be considered

If any student is requiring additional support at this stage in the placement, or is still working on the targets of a PSP, it is really important that we monitor this closely. If you feel that you will not be able to tick the 'making sufficient progress' option for Week 9 WDS then this is a cause for concern. Please speak with your link tutor as there may be a need for us to consider an additional week or two on placement for those students, so that they have time to demonstrate their progress.

Positive News: Again, I have received more fantastic feedback about the great work that trainees are doing on placement, with some photos of impressive displays and learning outside the classroom taking place. Please do keep them coming, and encourage the trainees to keep evidence of what is going well to talk about in their upcoming viva.

WDS and Lesson Observations: As the placement moves into week 9, trainees should already have the following documents completed on their Abyasa timeline:

- 8 Weekly Development Summaries
- 8 Lesson Observations (of a wide range of core **and** foundation subjects)

If any paperwork is missing, or still in draft (rather than 'submitted') this is the time to remedy that. We will need all WDS's completed, with a lesson observation for each week, in order to recommend QTS at the board.

If you have any issues, queries or concerns, please do not hesitate to contact your assigned **link tutor** at the earliest opportunity. They will be able to offer guidance, support and answer many of your questions (or find a colleague who can). If your query is about your link tutor, please email the Professional Practice and Quality Lead, Virginia Kay kayv@edgehill.ac.uk.

Observation of experts to support training suggestions:

In preparation for the 8th Weekly Development Summary meeting, it may be beneficial for trainees to speak to the following colleagues/experts in school:

- **Support staff**
- **Technology lead/SENCo**
- **Assessment lead**

Research and Resources:

Make effective use of teaching assistants: [Click here](#)

Assistive technology: [Click here](#)

Purposeful assessment : [Click here](#)

Managing workload: [Click here](#)

Interpreting a school assessment policy: [Click here](#)

Link Tutor:	Trainee:
<p>Thank you for your continued hard work and support!</p> <p>Progress Support Plans: Any student on a PSP at this stage needs to be monitored very carefully. All PSP targets for all students must be met by the end of week 9 (with no reduction in teaching ratio). Please communicate with me if you have any concerns at all. We do have the option of adding some time to the practice should any trainees require a week or two longer to demonstrate their progress – please contact me to discuss this.</p> <p>Abyasa: Please check that Abyasa is up to date, including dates of QAs, mentor feedback, number of observations and whether or not WDS paperwork is complete and <u>up to date</u>.</p> <p>QA paperwork: please ensure that all QA paperwork is complete and submitted by the start of Week 10 (unless your student is on extended placement)</p> <p>Mentor Training: One last push to ensure that all mentors have completed the core and phase specific training. Payment cannot be released to schools where training is outstanding.</p> <p>If you have any questions, queries or issues, please use the MS Teams chat function.. However, trainee-specific issues should be emailed directly to kayv@edgehill.ac.uk</p>	<p>Nearing the end – and on to pastures new!</p> <p>For most of you this is your penultimate week – hard to believe how quickly a PGCE goes isn't it?! You have all done an amazing job and we are so very proud of you. Do let your PAT know if you need anything at all! Vivas will be taking place in Weeks 9 and 10 so make sure that you have all your evidence ready to show your tutor.</p> <p>Queries: Speak to your mentor or email your link tutor as your first points of contact. For additional enquiries, please email me at kayv@edgehill.ac.uk</p>