



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:	10

Hi all

The final week has arrived! Please ensure that all WDS paperwork, observations and QA points are up to date submitted as soon as possible so that we are ready for the academic board. In order for payments to be made to schools, all paperwork and the final attendance log need to be submitted. If you have any questions about the paperwork please do get in touch with your Link Tutor who will be very happy to help. I just want to take this opportunity to say a very sincere thank you to everyone for all their hard work over the past term – successful placements are a truly collaborative effort and we couldn't do what we do as well as we do it without each and every one of you! Please don't hesitate to get in touch if you have any questions at all.

Have a lovely final week!
Virginia

Weekly intended curriculum expectations linked to ITTECF:

High Expectations:

- Understand the expectations of teachers who lead aspects of inclusion including CLA, race, gender and LGBTQ+.
- Engage parents/carers in supporting whole school behaviour strategies.

How Pupils Learn / Classroom Practice / Adaptive Teaching:

- Be able to effectively deploy support assistants and other adults to the benefit and progression of learners with SEND.
- Understand the impact of targeted questioning on pupils' retrieval and recall.

Professional Behaviours:

- Be able to develop processes that foster positive engagement with families/carers of children displaying mental health needs.

Assessment:

- N/A

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

Some students have an additional week or two on placement and you will know if that is the case for your student. For the majority, you will be completing the final WDS (Week 10) with them this week. You will need to click that the trainee is making sufficient progress through the curriculum in order for the trainee to have passed. We should already be aware of any students who mentors feel are unlikely to pass and those students should have previously been placed on a week long PSP which has been reviewed regularly in order to sharpen their focus on areas of weakness.

WDS and Lesson Observations: By the end of this week all trainees should have the following documents completed on their Abyasa timeline:

- 10 Weekly Development Summaries (or slightly fewer if the student was previously on a PSP)
- 8 - 10 Lesson Observations (of a wide range of core **and** foundation subjects)

If any paperwork is missing, or still in draft (rather than 'submitted') it is crucial that this is uploaded asap. 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 last Weekly Development Summary meeting, it may be beneficial for trainees to speak to the following colleagues/experts in school:

- **Support staff**
- **Behaviour lead**
- **Mental health lead**
- **SENCo/inclusion leaders**
- **Experienced teaching staff**

Research and Resources:

Inclusion in the primary setting:

LGBTQ+ [Click here](#)

Race [Click here](#)

Gender [Click here](#)

Class [Click here](#)

Whole school behaviour: [Click here](#)

Effective deployment of support staff: [Click here](#)

Targeted questioning: [Click here](#)

Engaging families in discussions around mental health: [Click here](#)

Link Tutor:	Trainee:
<p>Thank you for your continued hard work and support!</p> <p>Progress Support Plans: No students should be on a PSP at this stage. All PSP targets for all students should have been met by the end of week 9 (with no reduction in teaching ratio). Please communicate with me if you have any concerns at all..</p> <p>Abyasa: Please check that Abyasa is up to date, including dates of QAs, mentor feedback, number of observations and WDS paperwork that is complete, up to date and <u>submitted</u>.</p> <p>QA paperwork: please ensure that all QA paperwork is complete and submitted by the last day of Week 10 (unless your student is on extended placement)</p> <p>Mentor Training: Final 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>Final week now – your QTS awaits!</p> <p>For most of you this is now your final week – it will be graduation before you know it! Keep up the fantastic work and get the most out of your last few days in school. Keep collecting evidence of all your achievements as you will need this for both your viva and upcoming job interviews.</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>