

ITE Primary Mentor Newsletter

St Mary's
University
Twickenham
London

School of
Education



Dear Professional Coordinating Mentors (PCMs), Training Coordinators and Class Based Mentors (CBMs),
Thank you for hosting our St Mary's trainee(s) in your school. Our Part Time PGCE cohort have now spent their first serial days in your school and are commencing their second week of practice, while our Full Time PGCE cohort were welcomed into your schools for the first time today. Last week saw us gather together for our first PCM training session of the academic year. Thank you to those who were able to attend and please note that details of the recording can be found below, alongside details of our first mentor training session, which is taking place tomorrow afternoon at 4pm.

Best wishes,
The St Mary's Partnership Team

For those hosting PGCE Primary with QTS (Part Time and Full Time) - Serial Days

Our PGCE trainees are now all in school on their serial days, the purpose of which is to settle into their class, get to know the needs of the learners and establish themselves as a member of the teaching team. There is no teaching expectation during these days, but trainees may support their CBMs by team teaching or taking the register. They will be expected to start teaching following the October half term, please refer to the training plan (linked below) to see what trainees should teach in the block placement. Trainees should share planning with their mentor in good time, so can start to consider this in the next two weeks to receive any feedback prior to teaching the class. On their days back in University, trainees will continue input in their core subjects and Professional Studies, using their experience in the classroom to reflect on their practice.

Weekly Curriculum Foci and Tasks

The weekly foci for these days continue to revolve around setting high expectations and managing behaviour. These foci are supported by the training plan by encouraging trainees to engage in classroom based activities such as taking the register and reading to the class, as well as seeking opportunities to observe expert colleagues with a focus on these areas of their practice. Trainees also have a list of other tasks to complete over the course of their serial days, including selecting profile children in their class and familiarising themselves with relevant policies and other documentation. They can start to add these details to their Abyasa platform once they have done so.

Useful Links

[St Mary's Partnership Portal](#)
[School Experience Handbook](#)
[ITT Safeguarding Policy](#)
[Key Documents for Partnership Schools](#)
[Overview of PGCE Foundation School Experience](#)
[PGCE Foundation Training Plan](#)

Please do not hesitate to contact the Partnership Team if there is any additional information we can provide or any questions we can answer.

PCM and Mentor Training 2023/24

A recording of our PCM training on 5th October can be accessed by completing the form [here](#). The agenda for this meeting included the role of the PCM and expectations of school experience, delivery of the St Mary's curriculum, supporting mentors and key dates for training. Thank you for engaging with this training.

The first of our mentor training sessions is taking place on Tuesday 10th October 4-5pm over Zoom. The training can be accessed by clicking [here](#). This session is required for all mentors of trainees on their Foundation placement and covers aspects of professional practice which will support those working with trainees in the early stages of their initial teacher training.

Useful Contacts

[Eleanor Stewart](#) (Head of Education Partnership & Apprenticeships)
[Mary Nkune](#) (Head of Education Partnerships)
[Jemima Davey](#) (Subject Lead Education Partnerships)
Primary Partnerships Team
[Abyasa Help](#) (Support with Abyasa)

Your trainee's Link Tutor should now have arranged an Initial Training Meeting to go through the structure of school experience and arrange visits to your school.