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),

This week sees our Year 1 cohort return to campus as our Year 2 and PGCE cohorts join you for their development phase of school experience. Thank you for facilitating their placement, which forms a key stepping stone between their foundation phase as they prepare for their consolidation phase of training in due course. We hope you enjoy having St Mary's trainees in your schools and that the resources and information below are supportive of your work with them.

Please do be in touch with our team using the contact details below should you have any questions or would like further clarification of any aspects of school-based training. Wishing you a wonderful week in school.

Best wishes,
The St Mary's Partnership Team

School Based Professional Development Programmes (PCMs only)

While our trainees are in school with you, they will follow their training plans and receive school-based professional development from expert colleagues within your setting. To support our schools in the delivery of this, we have provided cohort specific overviews of how these might be structured; these can be found alongside cohort-specific information overleaf. We understand that you may already have a programme running in your school, so would ask that all PCMs confirm whether they will be adopting the St Mary's template or delivering their own professional development programme using this form.

St Mary's Resources for Schools

Alongside training for our mentors, we are proud to support our partnership schools in developing their staff teams. Please find below details of some of the resources available to you:

The Professionals Podcast: Our repository of discussions with expert colleagues on a wide variety of topics, which includes prompts for running training in your schools or for personal reflection alongside resources for further thinking and engagement with the topic. This is an ever-growing library of content, and we hope you enjoy listening! Find more here.

CPD Library: Our selection of CPD offers expert colleagues the opportunity to tune into Themed Talk Times we host at the University, as well as accessing interesting research-informed articles that we share with trainees. Topics include safeguarding, artificial intelligence and the science of learning, with many more important topics being covered soon. Please browse our collection here and let us know if you would like to see coverage of particular content in the future!

Useful Links

St Mary's Partnership Portal
School Experience Handbook
ITT Safeguarding Policy
Key Documents for Partnership Schools

Key Documents

Our Policy, Procedures and Frameworks document outlines key processes in ITE programmes.
The School Experience Overview provides mentors and PCMs with clear information about QA, timelines and intended learning outcomes for each period of school experience.

Make it even better! Enhancing the partnership

Thank you for providing feedback on mentor workload and wellbeing. Based on responses:

- We would like to remind our PCMs to support mentors by protecting time for them to complete training and fulfil mentor responsibilities
- We would like share the following podcast episode around 'Wellbeing and Workload'
- We have enabled an Abyasa function on the LFR to allow observers to **either** upload and/or type observation notes

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 is the first port of call for placement queries, but please do not hesitate to contact the Partnership team if additional support is needed.

Primary Cohort Specific Information

BA Year 2 Development Prep Week: 6th to 9th February

Please note: Year 2 will spend Monday 5th February on campus before they start their school experience on Tuesday 6th February.

Weekly Theme: As Prep Week is designed to provide trainees with the opportunity to familiarise themselves with the school setting and class context, there is no specific curriculum focus for this week. We would ask that mentors support their trainees by enabling them to develop across the areas of professional learning by supporting them in the completion of preparatory tasks outlined in the training plan. They should be reflecting on managing behaviour through consideration of high behavioural expectations and contributing to a positive, safe and predictable environment for the pupils.

Research Focus: There is no research focus for this week, but research summaries to support your work with our trainees will be sent in the coming weeks based on the research literature in the training plan.

Safeguarding: Please ensure that our trainees are introduced to your safeguarding policies and practices as a priority during their first week in school. This will form part of the discussion with your St Mary's link tutor in the initial training meeting. Please discuss general policy and procedure as well as safeguarding concerns specific to your context.

Key documents:
- Year 2 (Development) Training Plan
- School Experience Overview for Year 2 (Development)
- School-based Professional Development Template for Year 2 (Development)

PGCE Development Prep Week: 5th to 9th February

Weekly Theme: As Prep Week is designed to provide trainees with the opportunity to familiarise themselves with the school setting and class context, there is no specific curriculum focus for this week. We would ask that mentors support their trainees by enabling them to develop across the areas of professional learning by supporting them in the completion of preparatory tasks outlined in the training plan. They should be reflecting on managing behaviour through consideration of high behavioural expectations and contributing to a positive, safe and predictable environment for the pupils.

Research Focus: There is no research focus for this week, but research summaries to support your work with our trainees will be sent in the coming weeks based on the research literature in the training plan.

Safeguarding: Please ensure that our trainees are introduced to your safeguarding policies and practices as a priority during their first week in school. This will form part of the discussion with your St Mary's link tutor in the initial training meeting. Please discuss general policy and procedure as well as safeguarding concerns specific to your context.

Key documents:
- PGCE (Development) Training Plan
- School Experience Overview for PGCE (Development and Consolidation)
- School-based Professional Development Template for PGCE (Development)

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