

ITE Secondary Mentor Newsletter

St Mary's
University
Twickenham
London
School of
Education



Dear PCMs and Mentors,

This week welcomes our trainees to the final phase of their training in the form of their consolidation placement. Underpinned by a new training plan, this phase of training requires the trainees to step into the role of teacher as they look ahead to their ECT years. There is an increased expectation for proactivity, organisation and reflective practice in this phase and trainees should now be engaging actively in their own professional development. Thank you for supporting our trainees as they start the final chapter of their PGCE.

Best wishes, The St Mary's Partnership Team

Week 1: 18th to 22nd March

Weekly theme: The focus for this week is a consideration both adaptive teaching and assessment. Trainees should reflect on how a teacher ensures an inclusive learning environment in which all can succeed and use observations and discussion with expert colleagues to support this. Further to this, they should now be thinking about the significance of assessment in their role and how effective assessment practices provide the information necessary to meet the needs of individual learners. Mentors can support their trainees by taking the time to engage in professional reflection with their trainee and explaining different strategies and approaches to support trainee understanding.

SMART Target Setting

Thank you for your ongoing support of our trainees as they make progress against their own areas for development. The use of SMART targets forms an important part of this formative process and your input is of high value in shaping the learning journey of our trainees. Our [portal page](#) can be used to inform the creation of targets that meet the SMART criteria, which will best enable our trainees to make and evidence their progress each week. Our link tutors will monitor and are also happy to support the setting of appropriate targets.

Monitoring of Subject Knowledge

Secure subject knowledge is another important aspect of trainee development. The weekly target focusing on subject knowledge allows for ongoing reflection on a trainee's confident delivery of the curriculum. Please do discuss this with your trainee in your weekly training meetings and your link tutor in your regular communication with them. We appreciate mentors raising any areas that you feel would benefit from further development and/or exploration to promote trainee progress.

Mentor Training: Please note that all recordings of our curriculum training can be accessed on the [portal](#) alongside details of training requirements.

Useful Links

[St Mary's Partnership Portal](#)
[ITT School Experience Handbook](#)
[ITT Safeguarding Policy](#)
[Key Documents for Partnership Schools](#)
[Development Phase Training Plan](#)
[Professional Studies Curriculum Guide](#)
[PGCE Secondary Academic Year Overview](#)
[D&C School Experience Overview](#)
Please do not hesitate to contact the Partnership Team if there is any additional information we can provide or any questions we can answer.

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.

Safeguarding Information: Lead Safeguarding Officer – Jane Chambers, Head of School and Designated Safeguarding Officer – Mary Nkune, Head of Education Partnerships.

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 to 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

[Jim Moreland](#) – PGCE Secondary Subject Lead
[Fiona Wilson](#) – English Course Lead
[Sophie Wilson](#) – Geography Course Lead
[Sarah Batty](#) – History Course Lead
[Pietro Tozzi](#) – Mathematics Course Lead
[Lisa Panford](#) – Languages Course Lead
[Kirsty Harding](#) – PE Course Lead
[Rachel Croft](#) – RE Course Lead
[Robert Campbell](#) – Science Course Lead
[Eleanor Stewart](#) (Head of Apprenticeships)
[Mary Nkune](#) (Head of Partnerships)
[Jemima Davey](#) (ITT Partnership Lead)
[Secondary Partnerships Team](#)