

ITE Secondary Mentor Newsletter

St Mary's
University
Twickenham
London

School of
Education



Dear PCMs and Mentors,

We hope the new term has continued to progress well for your school and look forward to working with you as the term moves forward. Thank you once again for hosting a St Mary's trainee in your school and supporting them in a fundamental part of their teacher training journey. The development phase focuses on providing trainees with the opportunity to build on the foundational knowledge and skills they accrued in their first school experience and your role is essential to that. Please find below details of the foci for the week ahead, as well as resources to support you in your role.

Best wishes,

The St Mary's Partnership Team

Week 2: 15th to 19th January

Weekly theme: The foci for this week centre around developing key aspects of teaching, including making marking manageable and building positive working relationships in the school environment. Trainees will be asked to engage in professional conversations with their mentors about how to address these areas of their practice using the prompts provided in the training plan, which is linked below. This will also include access and engagement with the assessment policy as well as a pupil pursuit and observations of expert colleagues.

Research: Our research focus for this week is based on the EEF's report entitled '[Working with parents to support children's learning](#)' and prompts the trainees to discuss with their mentors how to make dialogue around learning positive and with clear outcomes for the learner. More detail can be found in the training plan, which will support trainees in applying the theory covered to their developing practice.

Mentor Training Recordings and Abyasa Record: All mentor training materials can be accessed on the portal by clicking [here](#). A reminder that mentors of Development placement trainees are required to engage with Sessions 1, 3 and 4. **Please add this training to your Mentor Training Record on Abyasa.**

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 Resources

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. Our [Professionals podcast](#) has episodes alongside training prompts and resources for your school.

School Based Professional Development Programme: please click [here](#) to confirm the delivery in your school. [St Mary's School Based PS Template](#) & [Guidance in our ITT School Experience Handbook](#)

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)
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