

Appendix B:

Programme documentation: PGCE Course (1 Year)

Main features

1. The school placements operate on an A - B sequence.
2. The school A/College pattern for the autumn term begins with three weeks in college. This is followed by 1 week with 4 days in school and then 5 weeks with two days in school and 5 weeks with four days in school. Refer to calendar on page 9 for exact days. Trainees have a break during the school half-term. During these phases of the placement trainees should spend 60% of their time in school in active contact with pupils. By Christmas this should include 30% of an NQT's timetable actual teaching. Trainees work up to this 30% at a rate suitable for them, judged by the mentor (or mentor and tutor together). At the start of the spring term the trainee continues in School A for 5 weeks on what we call a Mini Block Placement. During this period trainees' teaching loads substantially increase to give them a feel for the B placement in an environment with which they are already familiar. Trainees should teach about 50% of an NQT's teaching timetable during this period (e.g. perhaps 9-10 periods out of a school week of 25 periods). They may additionally be given up to a further 10% in focused observations of classes and teachers if this is necessary and useful. The teaching timetable may be slightly less for trainees who are placed in pairs within a department (e.g. 7-8 lessons per week) but the remaining contact time will be made up by working with small groups etc.

During the A placement in 2003/04 a number of departments in partnership schools are engaging in a pilot whereby students are grouped in pairs. These schools have been briefed through the cluster group system and arrangements for management, training and assessment are being separately negotiated in this pilot phase.

3. Trainees return to College for the four weeks following the mini block placement. Each subject will construct its own programme during this period.
4. The College weeks are followed by the School B placement which continues for 12 weeks well into the summer term. This placement starts with 5 days in school for trainees to be inducted, meet their mentors, collect schemes of work, engage in structured observations and review the trainees' individual training needs. Trainees should be given a teaching timetable of about 60% of an NQT's timetable. They may additionally be given up to a further 10% in focused observations of classes and teachers if this is necessary and useful. This placement requires School B mentors and college tutors to make the final assessment of the trainees against the Professional Standards for Qualified Teacher Status (QTS) (02/02) while they are on a major school placement and just before they move on to becoming NQTs. The timing of this placement will also allow trainees to become aware of the major summer term agenda items of SATs and external and internal exams.
5. The course concludes with a final week in College.

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6. The course has been designed to create a strong relationship between the General Professional Studies (GPS) component run by the College and the professional mentors and the subject departments. You will find information on the GPS course on page 14. It is very important to make the links between subject delivery and the more general requirements of GPS.

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Generic Year Pattern

	KS2*		School A															
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
M		S	C	C	C	C	C	C	Half Term	C	C	C	C	C	C	C	Christmas Holiday	
T		S	C	C	S	S	S	S		S	S	S	S	S	S	C		
W		S	C	C	S	S	S	S		S	S	S	S	S	S	S		
T		S	C	C	S	C	C	C		C	C	S	S	S	S	S		
F		S	C	C	S	C	C	C		C	C	S	S	S	S	S		

	School A							School B								
	19	20	21	22	23	24	25	26	26	28	29	30	31	32	33	
M	S	S	S	S	S	C	Half Term	C	C	C	S	S	S	Easter Holiday		
T	S	S	S	S	S	C		C	S	C	S	S	S			
W	S	S	S	S	S	C		C	S	C	S	S	S			
T	S	S	S	S	S	C		C	C	C	S	S	S			
F	S	S	S	S	S	C		C	C	C	S	S	S			

KS2/Post 16 Placement happens during this time

	School B													
	34	35	36	37	38	39	40	41	42	43	44			
M	S	S	S	S	S	S	Half Term	S	S	S	C			
T	S	S	S	C	S	S		S	S	S	C			
W	S	S	S	C	S	S		S	S	S	C			
T	S	S	S	C	S	S		S	S	S	C			
F	S	S	S	C	S	S		S	S	S	C			

KS2/Post 16 Placement happens during this time

C = College day
 S = School day
 1 'floating' S day
 * KS2 experience arranged by trainee in home location

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