



THE INITIAL TEACHER TRAINING POLICY

1. Opening Statement

The Governors and staff of Bassaleg School are fully committed to Initial Teacher Training (ITT). We believe that we have a responsibility to the profession as a whole to deliver a high quality learning experience for trainee teachers, staff and students, and to provide high quality opportunities for continuing professional development for all staff.

2. Aims of ITT

- 2.1 The trainee teacher will receive a high quality, first hand experience of teaching the profession at work on a day-to-day basis.
- 2.2 It will provide an active engagement between the theoretical and practical components in the process of teaching and learning, demanding an up to date knowledge and awareness of developments in teaching.
- 2.3 It will enable the school to maintain a current prospective on developments in education, including research, through the partnerships developed with the HEI providers and the TTA.
- 2.4 It will allow a high level of quality professional development to be undertaken by school staff for, and with, trainees.
- 2.5 Trainees will bring to the school their collective wider experience which may include the 'world of work', which can be integrated into the life of the school.

3. Benefits

- 3.1 Reflection about the classroom experience can only improve the skills of the whole staff.
- 3.2 If the staff are aware of the various stages of the PGCE course, it will enable them to have a clearer understanding of the standards that novice teachers are required to satisfy before being awarded qualified teacher status.
- 3.3 An awareness of the standards required to achieve QTS will enable subject staff to have an insight into their own professional development. They will be able to focus on these specific areas with their line manager when discussing performance review – Professional Values and Practice; Knowledge and Understanding; Planning, Expectations and Targets; Monitoring and assessment; Teaching and Class Management.

4. Entitlement

- 4.1 The purpose of our policy is to support, develop, nurture and celebrate good teaching practice. The students will be guided through a programme which will enable them to practice their skills in a learning environment.
- 4.2 Our programme of support reflects the expectations set out in the various Higher Education Institutions' guidelines and of Bassaleg School.
- 4.3 There will be opportunities to reflect upon educational pedagogy with the Senior Mentor.
- 4.4 The induction programme will enable students to have an understanding of all aspects of school life.
- 4.5 Trainees will be treated as members of staff during their period of training. It is important that they are shown the necessary respect and given proper status to enhance their self esteem.
- 4.6 The students will be encouraged to focus on targets for that Career Entry Profile and subsequent induction year when they qualify.
- 4.7 The students should expect to be effectively monitored by their subject mentor and be given effective and constructive evaluation of observed lessons.
- 4.8 All students will have the opportunity to be involved in extra curricular activities and social events organised with the school.

5. Roles and Responsibilities

The effective administration of ITT within the school is dependent upon the effective role of designated members of staff:

- 5.1 The Assistant Head (Finance and Environment) will have overall responsibility for the management of training and act as Senior/Principle Tutor.
- 5.2 The Senior Mentor will liaise with the various subject departments and HEI providers.
- 5.3 The subject mentor is responsible for the training of subject related studies.
- 5.4 The subject mentor is to work closely with the Senior Mentor in respect of student progress.

- 5.5 The Assistant Head (Finance and Environment) is responsible to the Headteacher for the effective running of the course.
- 5.6 The induction programme for PGCE students will be organised by the Senior Mentor in conjunction with subject mentors.
- 5.7 The Senior Mentor will review ITT provision and report to the Senior Leadership Team. This will include guidance regarding numbers and subject allocation.
- 5.8 The monitoring and evaluation of the ITT course will be provided by the school, HEI and eventually OFSTED/ESTYN.

6. Quality Assurance

- 6.1 Annual Review of ITT provision carried out by Senior Mentor.
- 6.2 Regular review meetings with HEIs to ensure awareness of current initiatives and educational developments.
- 6.3 On going evaluation of documentation with HEIs.
- 6.4 Students' internal review and evaluation of provision.
- 6.5 Feedback to colleagues from students.
- 6.6 Amendments and adaptation of programmes and training sessions in the light of feedback from colleagues and students.
- 6.7 Informal feedback sought from school students.
- 6.8 Induction training for all subject mentors from HEI providers.
- 6.9 Senior Mentor observation of students in classrooms.
- 6.10 Meetings and co-training with Senior Mentors from other schools.

7. Links to Other Policies

The ITT policy makes links with our current school policies

- Equality and Diversity – respect for students' race, gender, age and status and welcoming new colleagues.
- Teaching Staff Development policy- by explaining entitlement.

8. Current Arrangements

Bassaleg School is involved in ITT with the following providers during the course of the academic year:

University of Wales College Newport
University of Wales Institute Cardiff
Trinity College, Carmarthen