



STRANMILLIS UNIVERSITY COLLEGE  
A College of Queen's University Belfast

## School Placement Information for Host Teachers (Year 3 students)

Thank you for hosting one of our students. What they will learn from you over their placement will be invaluable, and we greatly appreciate you making changes to your professional life to accommodate them and us. Although we provide a range of detailed information to schools about Placement, all of which you should access from your Principal, we felt that it would be useful to provide you with a brief overview of your role and that of your student over the academic year.

### Key Dates:

- Y3 students undertake two day visits on Wed 11.10.23 and Wed 29.11.23
- Y3 students will have a week's observation 15.01.24 to 19.01.24
- Y3 students undertake their seven-week block placement Mon 05.02.24 to Fri 22.03.24

### Day Visits & Observation Week

- Students will be accommodated in their two classes preferably in the 'chosen phase' first
- Students will be assigned tasks which they should discuss with the Host Teachers

### Seven-week Block Placement

- Y3 will undertake placement in their chosen phase from 05.02.24 - 01.03.24
- Placement in the other phase will take place from 04.03.24-22.03.24

### Year 3 students are required to:

- Attend daily; engage fully; prepare thoroughly; deliver creatively; reflect honestly; act professionally
- Plan and deliver three lessons a day
- Complete weekly evaluations on these lessons with a focus on setting targets for pupils' learning and their own teaching
- In each phase, plan a minimum of 3 medium-term planners in all areas of the NIC
- Plan for and manage three reading groups and include this as one of the lesson plans at least three times per week
- Provide examples of assessment evidence and an indication of how this evidence is used to inform future planning
- Demonstrate competence in pedagogy
- Use a range of teaching strategies
- Differentiate by different modes and provide evidence in their daily planning.
- Use a range of assessment techniques
- Maintain a placement file containing:
  - School Information
  - Daily Planning planning (lesson plans; resources)
  - Medium Term planning
  - Lesson evaluations (completed on daily lesson planners)
  - Competence Grid

*This is an electronic file which should be presented to you regularly (ideally each day) for discussion.*

- Maintain a hard copy file of assessment evidence that includes annotated samples of pupils' work, and examples of different approaches used to monitor and track pupils' learning.

- When not teaching:
  - observe classroom practice
  - support your classroom practice

## Your role

We recognise that having a student can be demanding: your routine is changed; your class may be unsettled; you have to allocate additional time to supporting the student's needs. Yet, we also know that it can be a great experience, one in which you have an additional pair of hands and a fresh perspective is brought into the room. Most importantly, however, you get to mentor the future generation of teachers and to provide that vital role-modelling which all of us remember from our time as student teachers serving under those with greater experience. The delivery of the BEd Primary degree doesn't stop for seven weeks on placement; we entrust it to you. During placement, their semester continues and their learning doesn't pause; it happens in a different environment, with you taking on the role of 'lecturer'. So, how can you best approach this?

- Be welcoming, interested, sympathetic and engaged
- Be mindful of the section above and ensure that students are meeting our expectations
- Take time to read through the documentation provided by the college to your school
- Take time to discuss planned lessons in advance
- Check your student's Placement File regularly
- Observe the student teaching and discuss this with them
- Raise any concerns with them and/or with the school and Stranmillis
- Be honest with the student's Placement Supervisor

## Assessment

- Your student will have three visits: two from their Supervisor and one from an Associate Placement Assessor (APA)
- Whilst the visit is important, their final mark will be a holistic one, awarded at the end of the placement, which reflects the journey travelled throughout the seven weeks. It is made up of the following elements:
  - Teaching file
  - Lesson evaluations
  - Competence Grid
  - Lesson observations conducted by the Placement Supervisor
  - Post-lesson discussions between the Supervisor and student
  - Discussions between the teacher and Supervisor
  - Report from the school

## Absences

- Due to the number of days required to attain Qualified Teacher Status, students are required to make up any days lost due to absence (not including days in which the school is closed)
- The student must discuss and agree with the school how best to make up these days

## Contacts

- Your student should provide you with the details for their Placement Supervisor
- Alternatively, you can contact the Placements Team at [placements@stran.ac.uk](mailto:placements@stran.ac.uk)

*Further detail on all of the above can be found in the Guide to School-Based Work, a copy of which your school and the student have been sent.*

