

School-Based Work

Year 2 Summary Sheet

Minimum Requirements

- 9-11 hours of teaching each week.
- Seek opportunities to deliver lessons in your main and subsidiary subject, as well as LLW if possible.
- Maintain a teaching file. See the summary below for what this should include.
- Lesson Planning, Unit Planning, Resource Development, Lesson and Unit Annotations.
- Complete the Student Handbook Assignment.

Year 2 Core Elements

- | | |
|---|---|
| <ul style="list-style-type: none"> • Assessment • Behaviour Management • Differentiation | <ul style="list-style-type: none"> • Cross-Curricular Numeracy • Cross-Curricular Literacy • Using ICT |
|---|---|

Lesson and Unit Planning

Lesson Planning:

- Plan all lessons on the template;
- Focus on TSPC and CCS;
- Focus on Year 2 core elements;
- Lesson annotations on the template;
- Contribute to Departmental Resources.

Unit Planning:

- Plan one Unit on the template;
- Focus on TSPC and CCS;
- Focus on Year 2 core elements;
- Focus on connections, sequences and progression;
- Annotations on template.

SBW Folder

- School Information
- Lesson Plans/ Units of Work/ Lesson Resources
- Lesson Annotations
- Unit Annotations
- Examples of pupils' work

Tutor Visits

- 2 visits from a member of Stranmillis Staff (normally).
- Send your timetable **on the template from Canvas** to the tutor.
- Lesson Observation/ File Inspection/ Professional Conversation.
- Provide the tutor with the lesson plan/resources/Unit of Work **in hard copy** for the day of their visit.
- This contributes to 30% of your final mark for the module.

Assessment of Placement

- You should be showing your planning to your host school on a daily basis.
- A holistic placement grade will be awarded by your placement tutor on the basis of their placement visits, their conversations with the host school, and an assessment of your planning folder.
- You will be required to submit the Student Handbook after placement. This should be completed on placement, by gathering weekly evidence and completing weekly tasks.

Professional Standards

- Be in continuous discussion with your host school.
- Regularly show your planning/ file/ resources to class teacher/ teacher tutor/ HoD.
- Stay in touch with your placement tutor to inform of changes to timetable.
- Arrive on time/ Attend every day/ Update the placement software.
- Get involved in all aspects of school life/ Go 'above and beyond'.

Work/Life Balance

Placement is a busy time of year, and every student will feel the pressure of the combination of factors which this involves. It is important to manage your time effectively. Use your non-teaching periods in school to plan and review your lessons. Try to get involved in some extra-curricular activities in which you have an interest. Offer the skillset that you have beyond teaching in the classroom. However, remember that you need time to yourself, and it is important to build that into your planning. We all have other things outside of the job; it is imperative that you plan these other interests into your planning for your work.

Contacts

First Contact (in school): HoD or Teacher Tutor

First Contact (Stranmillis): Placement Tutor

Head of Placements: Mr Steven Park

To raise any placement concerns: Dr William Kitchen

To raise any personal concerns: Dr William Kitchen/ Dr Anita Gracie (Advisor of Studies)

RE Certificate: Dr Anita Gracie

NOTE: There is a student placement email, which can be used to send inquiries to the placements team: StudentPlacements@stran.ac.uk