



Programme

With only two weeks to go before the end of the course, it is important that I give you details of our final taught sessions in the programme - the NQT induction days. The importance of the transition phase from training to becoming an NQT cannot be stressed too much and this year we see an increased emphasis on this transition with the final three days of the course being devoted to the transition. The aim is that by the end of the day on Friday you will have completed your Career Entry Development Profile and be in a position to gain the best possible support from the NQT Induction staff at your new school.

The structure is planned so that on **Wednesday** we will give you an overview of what to expect/ look for in your new school and also, we will give you tasks to complete when you visit your new school.

On the **Thursday** you will be free to visit your new school and hopefully get hold of some of this information requested to help you plan your induction. If you haven't yet secured a post, you will be expected to return to your home school and teach your normal timetable for that day.

On **Friday** we will complete your Career Entry Development Programme and spend some time looking at how you can plan your professional development for next year.

WC 19th June 2017

Please could all trainees attend on Wednesday and Friday. On Thursday if you have secured a position please go to your new school and if not please remain at your home school for this day.

Week Beginning	Days				Notes
12 Jun 17	Home school 100% NQT timetable				Final Progress Assessment (End of Placement Report) Friday 16 th June Assessment Board
19 Jun 17	Monday - Tuesday 100% NQT Timetable	Wednesday Room 13/14 Alder Grange 9.30am NQT Transition Day 1 <ul style="list-style-type: none"> Statutory NQT entitlements Professional associations Preparation for visiting new school Introduction to the Career Entry Development Profile (CEDP) 	Thursday Visit to NQT school	Friday Room 13/14 Alder Grange 10.00am NQT Transition Day 2 <ul style="list-style-type: none"> Main focus - completing the CEDP Developing further as a teacher (next steps and further primary experience) Planning for high expectations Reflections on your ITE year 	Denby - <i>"Training to Teach"</i> Capel, Leask & Turner <i>"Learning to Teach in Secondary School"</i> Programme ends Friday 23 rd June

Subject Coach Focus

The End of Placement Report is due at the end of next week - the trainees will have a copy of the document on their USB drives. If we have planned things correctly, completing the form shouldn't be onerous as they should be able to populate it using their 'Standards Audit' reflections already completed for their files. As these have only just been done, they should be up to date and give a true indication of the trainee's grade.

When they have done this, they should pass the files on to you for your comments.

School Lead Focus

Please ensure that the trainees attendance record is completed alongside their End of Placement Report.