



Year 1 BA/BSc Secondary Education with QTS **Enrichment Week** Task Book

Trainee Name:			
Subject Specialism	Biology	Computing	PE
Name and Address of School:			
Telephone Number:			
Mentor:			
Contact Email:			

DBS Enhanced Disclosures and Safeguarding

The University, in its role as effectively the employer is responsible for ensuring that all trainees go through the Enhanced DBS Disclosure process, regardless of whether they already have a recent DBS Disclosure, and for ensuring that there are no issues disclosed that would preclude the trainee from working with children or other vulnerable individuals.

In response to recent requests from partnership schools our trainees will receive a letter from the University to confirm that the DBS process has taken place. Trainees will bring this letter to their placement schools. We are grateful to the schools and professional mentors who have guided us in developing this document.

Key Contacts

Name	Role	Contact
Grant Huddleston	Course Lead for BA/BSc Secondary Education with QTS Subject Lead for Secondary Physical Education	0121 331 5541 Grant.Huddleston@bcu.ac.uk
Christine Swan	Subject Lead for Secondary Computing	Christine.swan@bcu.ac.uk
Helen Thomas	Subject Lead for Secondary Science (Biology)	Helen.Thomas@bcu.ac.uk
Stephanie Brett	Course Administrator	Stephanie.Brett@bcu.ac.uk
Dariusz Uzarewicz	Partnership Administrator	0121 331 7150 Dariusz.Uzarewicz@bcu.ac.uk
Kevin Mattinson	Head of School of Education and Social Work	0121 331 7337 kevin.mattinson@bcu.ac.uk
Simon Spencer	School Quality Enhancement Lead & Drama Subject Tutor	0121 331 7356 simon.spencer@bcu.ac.uk
Karen McGrath	Head of Dept. Secondary & Post Compulsory Education	0121 331 7341 Karen.mcgrath@bcu.ac.uk
Helen Yorke	Head of Initial Teacher Education (ITE)	0121 331 7355 helen.yorke@bcu.ac.uk

Enrichment Week Tasks

1. Complete the enrichment week diary
2. Complete one observation task
3. Complete the week reflection.

Task 1 – The Enrichment Week Diary

Date	What happened today?	What impact could this have on your teaching?

Task 2: Observation Task

Person Observed:		Lesson Observed:		Date:	
What routines did the teacher use to manage behaviour at the start of this lesson?					
What had the teacher prepared before the lesson and how did it contribute to its success?					
How were the pupils organised for learning?					
What teaching strategies were used? (eg: explanation, demonstration, discussion, questioning, etc?)					
How was the learning of the pupils monitored?					

Task 3: Trainee Reflection

Overall, what have you learned from this week? What could you take away to develop your own practice?

Actions/Targets

Consider two main areas that you will be develop, based on this experience and apply these to teaching standards and your subject knowledge.

Teaching Standard:

Evidence:

Target:

Subject Knowledge:

Evidence:

Target:

Mentor signed.....

BCU Tutor signed.....

Notes: