



BIRMINGHAM CITY
School of Education
and Social Work

PRIMARY AND EARLY YEARS TEACHER TRAINING IN PARTNERSHIP WITH BCU

Mentoring the next generation of primary teachers for our region

Placement information pack 2022/23



WELCOME FROM BCU

Primary and Early Years Teacher Training

Dear School Partners,

We hope you have had a successful year and we send you our very best wishes for the summer term.

We are now considering how we can continue our valuable work in training teachers in 2022/23. It has been another busy year in the School of Education and Social Work here at BCU. In partnership with our schools, the Department of Early Years and Primary Education has supported a large number of teacher training placements this year. We would like to take this opportunity to thank everyone in your school for their contribution to ITE at BCU this year.

We are delighted to see that so many of our PGCE Primary and BA Primary with QTS final year trainees are staying in the region following completion of their training and finding ECT posts with you. This is a real strength of our partnership and we are very proud to be working with you to train the next generation of primary teachers.

We are committed to developing effective and strategic teacher education partnerships. We celebrate and highly value our partner schools within our provision. This includes offering CPD opportunities to partners; including accredited mentor training, support for Early Career Teachers and, most importantly, the opportunity to contribute to the design and delivery of our ITE curriculum. We advertise all partnership events in monthly newsletters, which are available on our partnership webpages.

The high standard of support that our trainees receive in your school is reflective of our shared vision for excellence and we are looking forward to developing this further as we continue to work with you in 2022/23.

Please take some time to look at the pack and to consider the ways in which you can continue to work with us during the next academic year.

We look forward to continuing our partnership with you.

Best wishes to you and everyone in your school community.



Kate Glanville Paul Purser
Joint Interim Heads of Department: Early Years and Primary Education

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PRIMARY QTS SCHOOL BASED TRAINING

Calendar 2022/23

Wk.	W/C	BA QTS YR1	BA QTS YR2	BA QTS YR3	PGCE 1 & 3	PGCE 2
8	05/09/2022					
9	12/09/2022					
10	19/09/2022					
11	26/09/2022					
12	03/10/2022					
13	10/10/2022			All Wk: Prelims		
14	17/10/2022			M, T, W, T: Prelims F: UT sign off		
15	24/10/2022	Half Term				
16	31/10/2022			All Wk: Block	All Wk: Prelims	
17	07/11/2022			M, T, W, T: Block	M,, T, W, T: Prelims	
18	14/11/2022			All Wk: Block	M, T, W, T: Block	
19	21/11/2022	Tue: Prelims		M, T, W, T: Block	All Wk: Block	
20	28/11/2022	Tue: Prelims		All Wk: Block	T, W, T, F: Block	
21	05/12/2022	Tue: Prelims		M, T, W, T: Block	All Wk: Block	
22	12/12/2022	Tue: Prelims		All Wk: Block	All Wk: Block	
23	19/12/2022	Christmas				
24	26/12/2022					
25	02/01/2023				T, W, T: Block	
26	09/01/2023	Tue: Prelims			M, T, W, T: Block	
27	16/01/2023	Tue: UT sign off	M: Prelims		M, T, W, T: Block	
28	23/01/2023	All Wk: Block	M: Prelims		M, T, W, T: Block	
29	30/01/2023	All Wk: Block	M: Prelims			
30	06/02/2023	All Wk: Block	M, T: Prelims			
31	13/02/2023	All Wk: Block	M, T, W, T: Prelims F: UT sign off			M, T, W, T: Prelims
32	20/02/2023			Half Term		
33	27/02/2023	Tue: Prelims	All Wk: Block			M, T, W, T: Block
34	06/03/2023	Tue: Prelims	M, T, W, T: Block			All Wk: Block
35	13/03/2023	Tue: Prelims	All Wk: Block			All Wk: Block
36	20/03/2023	Tue: Prelims	All Wk: Block			All Wk: Block
37	27/03/2023	Tue: Prelims	All Wk: Block			All Wk: Block
38	03/04/2023	Easter				
39	10/04/2023					
40	17/04/2023					
41	24/04/2023	Tue: Prelims			All Wk: Prelims	
42	01/05/2023	Tue: UT sign off			T, W, T, F: Block	
43	08/05/2023	All Wk: Block			All Wk: Block	
44	15/05/2023	All Wk: Block			All Wk: Block	
45	22/05/2023	All Wk: Block			M, T, W: Block	
46	29/05/2023	Half Term				
47	05/06/2023				All Wk: Block	
48	12/06/2023				All Wk: Block	
49	19/06/2023				All Wk: Block	
50	26/06/2023				All Wk: Block	

Block = Block Teaching Placement. Prelims = Preliminary Visits.

PRIMARY QTS SCHOOL BASED TRAINING

Payment for schools

Placement type	Payment per trainee
EYFS Placement	£325
KS1 Placement	£375
KS2 Placement	£325
BA QTS Year 1 Placement (All KS)	£400

PRIMARY QTS SCHOOL BASED TRAINING

School mentors will supervise, support and assess trainees throughout the school experience, including signing off trainees' School Based Training Files, providing support and feedback on preparation, planning, teaching and learning. School mentors will observe trainees' teaching, alongside the class teacher and identify development targets. They will assess trainees' progress at the interim points, identify developmental targets, assess progress at the summative point and prepare a report on achievements and targets for development.

School mentors support trainees' development in ensuring that trainees have the opportunity to teach all subjects.

Class teachers provide advice and support to trainees, school mentors and university tutors. They assess trainees' progress at the interim and summative points.

There is an expectation that PGCE trainees will return to their first placement school for SBT3, with an alternative placement school allocated for SBT2.

MENTORING THE NEXT GENERATION OF PRIMARY TEACHERS FOR OUR REGION

Where our graduates find jobs?

Statistics from the Department of Education 2018 indicate that BCU teacher training graduates are more likely to stay in the region than graduates from other institutions in our region.

66% of BCU leavers travel 26km or less to their first job as ECT - this is higher than the regional average.

“The quality and strength of trainees, who have been on placement, enables us to recruit to positions in our schools from a field of talented individuals who have already shown their potential whilst on their teaching practice. A number of trainees from BCU have been employed as NQTs at our schools and we are absolutely delighted with the performance.”

CARL GLASGOW
Executive Headteacher,



WORKING IN PARTNERSHIP WITH BIRMINGHAM CITY UNIVERSITY

Benefits for schools

- Trainees can support teachers in class effectively, working with children and individuals to make progress towards their targets
- In some placements, trainees can support the work of the school in more than one class during the year
- BCU will provide bespoke mentor training based in schools through University Tutors (UTs)
- Schools can benefit from welcoming the trainees back for their final placements and this could support recruitment of ECTs
- This is an excellent opportunity for teachers to develop their own skills of mentoring, lesson observation and providing feedback and also inform their own professional practice and CPD

Roles and responsibilities

Support for Trainees

School Mentor (SM)

- Oversee the placement through close consultation with the class teacher
- Formally observe lessons in consultation with CT and UT
- Liaise with University Tutor (UT)
- Complete formative and summative assessment with trainee and UT/CT
- Review progress

Class Teacher (CT)

- Model good practice
- Day to day support with planning, resources and assessment
- Formally observe lessons in consultation with SM and UT
- Complete formative and summative assessment with trainee and UT/SM
- Review progress

University Tutor (UT)

- Joint observation with colleague in school
- Complete formative and summative assessment with trainee and SM/CT
- Liaise with colleagues in school
- Review progress
- Support mentor training in school

Placement support

- School Based Training Documentation
- Website:
www.bcu.ac.uk/education-and-social-work
- University Tutor
- Partnership Office:
education.partnerships@bcu.ac.uk
- PGCE or BA with QTS Course Team

“BCU students are well prepared, very flexible and bring lots of added value to the classroom”

MRS S GARNIER
Deputy Headteacher,
The Wisdom Academy

BA (HONS) PRIMARY EDUCATION WITH QTS

Our three-year undergraduate course

Overview of the Course

- Our course offers students the chance to gain the professional qualification of Qualified Teacher Status (QTS) as well as a degree.
- Students choose to specialise in age phases 3-7 or 5-11, qualifying them to teach in primary schools and early years settings.
- Students are placed in local schools, where they can develop their practical experience, right from the start of the course, key to developing committed, creative and confident teachers.
- Taught modules in Core, Foundation, Subject Study and Professional Studies. Students will look at theory and pedagogy in university and practice in school.

- The learning is led by highly experienced tutors who facilitate a wide range of practical experience and taught sessions designed to encourage reflective and critical evaluation of research, policy and practice.



BA QTS YR1	
Prelims (one day a week TBC):	w/b 21 Nov 22 - w/b 16 Jan 23
Block:	23 Jan 23 - 13 Feb 23
Prelims (one day a week TBC):	w/b 27 Feb 23 - w/b 01 May 23
Block:	w/b 08 May 23 - 22 May 23
<ul style="list-style-type: none">• Trainees will complete a day a week in school, supported by two short block placements.• This can operate as paired or single placement and is designed to develop the trainees' knowledge and understanding.• One day per week in school starting after October half term followed by a four week block placement at the end of January. During this first block trainees will complete set tasks, enabling them to learn more about teaching across the curriculum,• Trainees continue to spend one day per week in school and complete a further three week block placement towards the end of May. During this second block the trainees will plan and teach, building up to two lessons per day.	
<small>Note: The above dates show the start and end dates of the placement. To see exact days the trainees will be in school, please refer to the calendar at the front of this booklet.</small>	

BA QTS YR2	
Prelims:	w/b 16 Jan 23 - 13 Feb 23
Block:	w/b 27 Feb 23 - 27 Mar 23
<ul style="list-style-type: none">• Trainees will complete preliminary visits and a five week block placement• The preliminary days will build from 1-2 days per week in w/b 16th January to w/b 6th February, to 5 days in w/b 13th February.• Trainees build up to planning and teaching for 60% of the timetable by the start of week 4.• Trainees will develop confidence in using formative assessment to secure children's progress and will become increasingly accountable for children's attainment and progress.• This school based learning is designed to build upon trainees' knowledge and understanding of teaching and learning, assessment and behaviour management strategies developed through the taught course and during their first School Based Training experience.	

BA QTS YR3	
Prelims:	10 Oct 22 - 17 Oct 22
Block:	w/b 31 Oct 22 - 12 Dec 22
<ul style="list-style-type: none">• Trainees will complete preliminary visits and a seven week block placement in the Autumn Term.• Trainees build up to teaching and taking responsibility for the class for 80% of the timetable by the start of week 5.• Trainees will participate in all classroom procedures including registration, assessment and tracking.	

BA (HONS) PRIMARY EDUCATION WITH QTS

Timeline 2022/23

Key dates (all dates are subject to change)

Date	BA QTS YR1	BA QTS YR2	BA QTS YR3
TBC			Schools receive letter confirming allocation of BA QTS YR3 trainees
TBC			Briefing for School Colleagues supporting BA QTS YR3 trainees*
TBC	Schools receive letter confirming allocation of BA QTS YR1 trainees		
10 Oct 22			Start of School Based Training Preliminary visits
31 Oct 22			Start of School Based Training Block placement
14 Nov 22			Review Meeting to be completed
TBC	Briefing for School Colleagues supporting BA QTS YR1 trainees*		
21 Nov 22	Start of first School Based Training Preliminary visits		
12 Dec 22			End of School Based Training Block placement. Progress meeting to be held
TBC		Schools receive letter confirming allocation of BA QTS YR2 trainees	
16 Jan 23		Start of School Based Training Preliminary visits	
23 Jan 23	Start of first School Based Training Block placement		
27 Jan 23		Start of School Based Training Block placement	
13 Feb 23	End of first School Based Training Block placement. Review meeting to be held		
27 Feb 23	Start of second School Based Training Preliminary visits		
13 Mar 23		Review Meeting to be held	
27 Mar 23		End of School Based Training Block placement. Progress Meeting to be held	
08 May 23	Start of second School Based Training Block placement		
28 May 23	End of second School Based Training Block placement. Progress Meeting to be held		

* School Briefings will take place online. School Mentors and Class Teachers will be invited to attend this meeting. Invitations will be sent out to schools.

PGCE PRIMARY EDUCATION WITH QTS

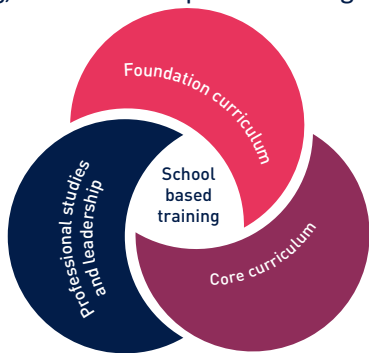
Our one-year postgraduate course

Overview of the Course

- The PGCE Primary and Early Years course is a 1 year course based in the Faculty of Health, Education and Life Sciences.
- The course consists of modules and units of assessment leading to a Postgraduate Certificate in Education with Qualified Teacher Status.
- First week of autumn term in a school setting to observe experienced teachers establishing routines and relationships with their new class.
- Three taught modules (Core, Foundation and Professional Studies and Leadership) where trainees will have the opportunity to look at pedagogy in university and in practice in school.
- School Based Training in two different school settings and two different key stages.

Trainees have had input on:

- The primary curriculum, planning and assessing the core and the foundation subjects
- Behaviour management strategies, theories related to learning, formative and summative assessment processes, safeguarding, SEND and adaptive teaching
- Planning, teaching and assessing small groups, one to one interventions and whole classes.
- Trainees on 3-7 route will have had experience of teaching, planning and assessment in EYFS.



PGCE SBT1	
Prelims:	31 Oct 22 - 07 Nov 22
Block:	14 Nov 22 - 23 Jan 23
<ul style="list-style-type: none">• Trainees will complete preliminary visits and an eight week block placement.• This can operate as a paired placement to support professional development for trainees.• Trainees begin teaching one lesson per day building to a 50% timetable by the end of the placement.• Designed to develop trainees' understanding of the range of teaching, learning and professional skills in the context of one-to-one, small/focus groups and whole class teaching.• Placement will be formatively assessed against the BCU Key Themes.• Trainees will usually return to their SBT1 placement school for SBT3	
<small>Note: The above dates show the start and end dates of the placement. To see exact days the trainees will be in school, please refer to the calendar at the front of this booklet.</small>	

PGCE SBT2	
Prelims 2:	13 Feb 23
Block 2:	27 Feb 23 - 27 Mar 23
<ul style="list-style-type: none">• SBT2 comprises of preliminary visits and two block placements.• SBT2 will comprise of preliminary visits and a six week block placement.• SBT2 will focus on working with children and small groups identified by school data to support 'closing the gap' targets and some whole class teaching with a teaching timetable starting at 50% building to 60%.• SBT2 will be formatively assessed against the BCU Key Themes.• SBT2 is designed to build upon trainees' knowledge	
PGCE SBT3	
Prelims 3:	24 Apr 23
Block 3:	01 May 23 - 26 Jun 23
<p>Trainees will usually return to their SBT1 placement school for SBT3.</p> <p>SBT3 consists of preliminary visits and a seven week block placement.</p> <p>Trainees start the placement with a minimum teaching commitment of 60% and build up to teaching and taking responsibility for the class for 80% of the timetable. Trainees will participate in all classroom procedures including registration, assessment and tracking.</p> <ul style="list-style-type: none">• SBT3 will be summatively assessed against the BCU Key Themes.	

PGCE PRIMARY EDUCATION WITH QTS

Timeline 2022/23

Key dates (all dates are subject to change)

Date	PGCE SBT1 & 3	PGCE SBT2
TBC	Schools receive letter confirming allocation of PGCE SBT1 trainees	
TBC	Briefing for School Colleagues supporting PGCE SBT1 trainees*	
31 Oct 22	PGCE SBT1 - Start of School Based Training Preliminary visits	
14 Nov 22	PGCE SBT1 - Start of School Based Training Block placement	
05 Dec 22	PGCE SBT1 - Review Meeting 1 to be completed	
TBC		Schools receive letter confirming allocation of PGCE SBT2 trainees
23 Jan 23	PGCE SBT1 - End of School Based Training Block placement. Progress Meeting 1 to be held	
TBC		Briefing for School Colleagues supporting PGCE SBT2 trainees*
13 Feb 23		PGCE SBT2 - Start of School Based Training Preliminary visits
27 Feb 23		PGCE SBT2 - Start of School Based Training 2 Block placement
06 Mar 23		PGCE SBT2 - Review Meeting 2 to be completed
27 Mar 23		PGCE SBT2 - End of School Based Training 2 Block placement. Progress Meeting 2 to be held
TBC	Schools receive letter confirming allocation of PGCE SBT3 trainees	
TBC	Briefing for School Colleagues supporting PGCE SBT3 trainees	
24 Apr 23	PGCE SBT3 - Start of second round of School Based Training Preliminary visits	
01 May 23	PGCE SBT3 - Start of School Based Training 3 Block placement	
15 May 23	PGCE SBT3 - Review Meeting 3 to be completed	
26 Jun 23	PGCE SBT3 - End of School Based Training 3. Progress Meeting 3 to be held	

* School Briefings will take place online
School Mentors and Class Teachers will be invited to attend this meeting. Invitations will be sent out to schools.



EXTENDING THE PARTNERSHIP

HOW TO GET INVOLVED

As well as offering placements to our trainees and supporting them in school, we are always interested in developing our partnership further. Please see below some further opportunities that you may wish to be involved in:

Recognition

All BCU ITE partner schools are informed of a range of opportunities available to them through the BCU Teacher Education Partnership Recognition process. We will issue all partner schools with a BCU Partnership certificate, which serves to recognise their contribution and commitment to ITE in the BCU programme. School mentors will be invited to annual celebration events at BCU, which are further opportunities to consult with the primary team and explore a range of opportunities within the BCU Teacher Education Partnership.

Accreditation

We offer fully funded online Level 7 credits in Coaching and Mentoring to all BCU Partner Schools. We also run a series of mentoring training sessions which will include for 2022/23 both online and face to face each term to support mentor development.

Admissions and recruitment

We welcome the input of school mentors, senior leaders and head teachers when we are interviewing applicants for the BA (Hons) Primary Education with QTS and Primary PGCE courses. If any colleagues are able to support our interview days at BCU, please let us know.

Subject knowledge enrichment

The School of Education and Social Work has started to work in partnership with many other curriculum areas across the university to host academic seminars. The first such event was a Teachers' of English Conference in February 2020, hosted by prestigious academics within the School of English.

Strategic input

The primary ITE Strategic Partnership Committee meets termly and is a key part of our continuous improvement in the training of BCU primary teachers in both our undergraduate and postgraduate courses. Our Strategic Partnership Committee is made up of mentors and senior leaders from across the region, so if you would like to be involved please let us know.

Delivery on the BCU programme

We have a number of different modules across our primary programmes covering the Core Curriculum, Foundation Curriculum and Professional Studies. We would like to encourage input on these from school-based colleagues. If you have a specific area of professional interest, a role in school, or are keen to support subject-specific activities with our trainees here at BCU, please get in touch. You could be involved in contributing to the planning of the modules or teaching sessions or both.

OTHER PARTNERSHIP OPPORTUNITIES

Innovative ways to work with BCU

In addition to the assessed PGCE and BA QTS school experience placements designed to develop our students' classroom practice we are also keen to work with schools in other ways. This provides a unique opportunity to build a community that can develop best practice through research and innovation.

- We have a range of modules, arts projects and sports schemes that involve students working within schools to develop specialist knowledge and pedagogy.
- Our year 3 students will be engaging in their own research projects and are often looking for schools who they can work with to investigate practice, policy and educational values.
- During spring term PGCE students undertake a Professional Studies and Leadership module. They focus on barriers to learning in their specialist subject and how through a whole school initiative this could be addressed with a resulting impact on pupil progress. Trainees are keen to engage with schools to develop skills and have a positive impact on teaching and learning.
- In discussion with staff there are other opportunities for developing varied experiences, either working in school or faculty. Previous examples include trainees supporting at sports days, year 5 children attending an 'aspiration day' in Faculty.
- The University can also support CPD in your school through bespoke training of staff, research initiatives and a range of postgraduate and Master's level courses.
- Consultancy to support PE development in school.
- Many faculty staff support schools in our partnership by becoming Governors. If you are looking for a co-opted governor let us know.

We are keen to develop the opportunities above and welcome suggestions for developing innovative partnerships. If any of these opportunities would be of benefit to your school please get in touch. We would love to hear from you.

"Supporting the students from BCU on the planning and delivery of a series of science lessons for Year 5 was a beneficial experience for all concerned. The students refined their teaching skills and gained valuable insight into the abilities of KS2 children. The children made significant progress in their understanding of 'Forces', and the teachers were given the opportunity to share their experience and knowledge and reflect on their own teaching practise."

FRANCES DUNCAN
Year Group Leader,
Anglesey Primary School



MENTOR TRAINING

Mentor Training

Our University tutors will support you by delivering mentor training in your school, or cluster of schools, at the start of the trainee placement experiences. You will also have access to a programme of bespoke mentor training CPD during the year.

During the session we would be looking at:

- The National Standards for mentors
- Developing your trainee as a reflective practitioner
 - Getting the most out of the weekly meeting
 - Supporting Progress Reviews
 - Working with a struggling trainee - looking at case studies and using Rapid Improvement Targets (RITs)
 - Developing networks of mentors in your area so that there is further support
 - Outlining the key features of the placement you will be supporting
 - School Partnership Mentor Event, an opportunity to network with other Lead Mentors

If you are interested in this training opportunity taking place in your school in 2022/23, please send expressions of interest to: education.partnerships@bcu.ac.uk



PRIMARY QTS SCHOOL BASED TRAINING

Frequently Asked Questions

Q: Am I able to offer a placement to one trainee instead of a pair for BA QTS and PGCE School Experience 1?

A: Yes, you can offer a placement to one trainee but a paired placement is more beneficial to the trainees and frequently, the school as well. A paired placement offers the opportunity for more flexibility in terms of team teaching and peer development and assessment.

Q: Do the trainees on paired placements have to be based within the same class?

A: Most schools would base paired placements in the same class but, if you want paired trainees in different classes, that is fine, as long as they have opportunities to share planning and to team teach. Trainees placed in parallel classes in the same age group also works particularly well.

Q: I have trained through another institution, can I still be a school tutor/mentor?

A: Yes, if you have trained as a school tutor mentor at another institution you can be a mentor for our trainees. Your named University Tutor will be happy to discuss this further with you. Please also see enclosed information about Online Mentor Training which we are pleased to offer to our Partner Schools.

Q: Have all trainee teachers been subject to a Disclosure and Barring Service (DBS) check prior to starting their placement?

A: Yes, all of our trainees are required to complete an Enhanced DBS check prior to their acceptance on the course. Students will bring a copy of their safeguarding letter and photographic student ID with them on their first day. Please contact us if your school will require additional forms of ID.

Q: Where can I find key information about the course?

A: All key information, including dates and documents, is available on our website: www.bcu.ac.uk/education/partnerships

Q: Can a class teacher also be the school mentor?

A: Yes, but ideally, having a separate mentor allows students to have another source of support within the school.

Q: If I can't attend the School Briefing Meeting, is there another way in which I can obtain the information required for the placement?

A: Yes. All relevant documentation relating to the placement will be sent out ahead of the start date. We are also able to send out a copy of the School Briefing presentation if required. The University Tutor assigned to your placement will also be on hand to answer any further questions you might have.

CONTACT DETAILS

Should you have any questions regarding our teacher training placements, please get in touch with one of our Education Partnerships Team on:

[0121 331 7303](tel:01213317303)

education.partnerships@bcu.ac.uk

BA (Hons) Primary Education with QTS

Course Leader – Emma Bloor

[0121 331 6781](tel:01213316781)

emma.bloor@bcu.ac.uk

PGCE Primary and Early Years with QTS

Course Leader – Alison Pemberton Smith

[0121 331 7383](tel:01213317383)

alison.pemberton@bcu.ac.uk

We hope that we have given you sufficient information to enable you to identify which trainees your school will benefit from supporting, but if you need further information please contact your link tutor or contact the Partnership Team on:

📞 0121 331 7303

✉ education.partnerships@bcu.ac.uk

For more information regarding our Primary Partnership, visit our website:

www.bcu.ac.uk/education/partnerships