



Year 2 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 interview 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: Interview Task – Interview a member of the SEND support team or SENDCO

Person Observed:		Task Observed:		Date:	
-------------------------	--	-----------------------	--	--------------	--

Questions	Responses
What routines do you carry out on a typical day?	
How do you ensure teaching colleagues can be supported by yourself/your team?	
How do you communicate effectively with parents?	
How do you produce/update an Educational Health Care Plan?	
What is an effective manner of adapting teaching/resources for pupils with English as an additional language?	
<p>Could you give an example of two interventions that have worked well with particular pupils?</p> <p>Nb. Do not name pupils in this task book.</p>	

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: