

Preparatory School Experience and Initial Teaching Experience

Guidance Notes:

For secondary teacher training there is an expectation that you will have had some general experience of working with secondary age students in a school setting.

In preparation for the selection interview stage of the recruitment process you are required to engage in a teaching episode, observed by an experienced qualified teacher. It will support your application to undertake this teaching episode prior to application and in advance of your interview. Whilst it would be preferable for you to have completed your seen teaching report before interview, if you are unable to do this it can be addressed as part of a conditional offer following interview.

Please read this guidance document before downloading the **Pre-Interview School Experience Report** from the Entry Requirements section of the PGCE Secondary course profile you are interested in applying to.

1. Please arrange to spend some time observing lessons in a school for at least one day but ideally five days or more. Please ensure that you do NOT return to the school where you were a pupil to complete this task.
2. As part of this, include a teaching episode such as a starter activity, a demonstration or leading group discussion. This is to help establish your potential as a teacher.
3. Pass a copy of the downloaded **Pre-Interview School Experience Report** to the qualified teacher who will be observing you to complete.
4. The completed report will be required at your interview at Birmingham City University. The completed form can be returned using one of the following methods:
 - As a hard copy that you bring with you to the interview, accompanied by a school complement slip or sheet of headed paper, OR
 - Post it to Richard Vernon, Admissions Officer, Baker Building, Birmingham City University, City North Campus, Perry Barr, Birmingham B42 2SU, OR
 - Email a scanned version of the completed report to PGCE.Admissions@bcu.ac.uk from the observing teacher's school email address.