

XAVIER ECTE WEEKLY BULLETIN

FOR THE WEEK COMMENCING 14th SEPTEMBER 2026



Audio Version of Bulletin

KEY ANNOUNCEMENTS

It was lovely to see so many mentors and Year 1 ECTs at training this week. Please remember that you should have completed the **QR code** during the session to register your **engagement**. If you missed this, you will find links to the Google Forms in the relevant sections below. Please complete these as soon as possible.

COMMUNICATION ABOUT SEMINARS

If you are an ECT and are unsure which training venue you should be attending, please check with your **induction tutor**, who should be able to confirm this for you. For Year 1 ECTs, your school selected a venue when registering you on ECT Manager, so please check with them if you are unsure. Year 2 ECTs should refer to the information below as this differs from primary and secondary. **Please note we will not contact ECTs directly**; instead, your facilitator will be in touch by the dates below.

Year 1 ECTs:

Your facilitator will be in touch **at the beginning of next week** to welcome you to the programme and provide further information about your training.

Year 2 ECTs:

Full details of your seminar programme (including dates, locations and delivery arrangements) can be found in the [ECT2 Seminar Booklet \(link here\)](#). Your seminar facilitator will also contact you directly during the **w/c 21st September** with a welcome email and details of your first seminar.

Primary ECT2s will not change schools, you will remain in the same primary seminar cohort as your ECT1 year. **SEND ECT2s** will join a SEND-specific cohort led by **Helen Pearman**. All seminars will take place online and Helen will email you directly.

Secondary ECT2s: You will join a subject-specific cohort this year. Seminar dates can be found here: [Xavier Teaching School Hub - ECT Year 2](#)

All ECT2s:

If you have not heard from your facilitator by then, please ask your induction tutor to contact us at teachingschoolhub@xaviercet.org.uk.

ACCESS TO BRIGHTSPACE

If you do not have access to Brightspace yet please check the following:

- Do you have an email from MyTeachFirst in your 'other' box?
- Check with your induction tutor if your school has registered you on the DfE RECT portal as this releases your Brightspace access.
- If your school registered their ECT after the 3rd of September there may be a delay in your access. If you have checked these and still do not have access please contact [Contact Us | My Teach First](#) directly.

ECTs IN INDEPENDENT SCHOOLS

If you are an ECT in an independent school you are usually following a school-led induction programme, and therefore this bulletin is not relevant to you. If you have received it in error, please let us know or unsubscribe. Your programme is led by **Sophie Hunter**. For any questions, please contact her directly on s.hunter@xaviercet.org.uk

IMPORTANT DATES

Next ECT 1 training date - Welcome Meeting 2: w/c 21st September at 4:00pm, in person at your selected training venue. Attend with your mentor.

Next ECT2 induction session - Sustainable workload: Monday 14th September at 4:00pm, online via Teams: ([Link to Teams meeting](#)).

Next Mentor training date

If mentoring an ECT1 - Welcome Meeting 2: w/c 21st September at 4:00pm, in person at your ECT's lead school

If mentoring an ECT2 - Welcome Meeting 2: Thursday 8th October at 4pm online [Link to Teams meeting](#)

YEAR 1 ECTS

Welcome sessions

Session 1

If you did not attend the online Welcome session on **Wednesday 9th September** you will be sent an email from our team next week with a recording and engagement form to complete. Please complete this within 7 days.

Session 2

This will take place the w/c 21st September - you will receive an email from your facilitator with details about your in person welcome session (**you need to pass this to your mentor who will be attending with you**)

Brightspace Tasks

Module 1: How can you create an effective learning environment?

1. Complete diagnostic on Brightspace
2. Complete session 1: Establishing effective routines

If you cannot access Brightspace please contact: [Contact Us](#) | [My Teach First](#)

YEAR 2 ECTS

Development Cycle 1

ECT2 Welcome seminar 1: If you did not attend the live, online session in July 2026, please watch the [catch-up recording](#) and complete the [record of engagement form](#).

All of the ECT Year 2 Welcome videos are recorded for you to watch below:

Please watch and complete ECT2 Welcome seminars 2, 4 and 5 then complete the Record of Engagement Form (links below).

Welcome seminar 2: [Maximising Development Cycles](#)

Welcome seminar 4: [Networking for professional development](#)

Welcome seminar 5: [Inclusive practice](#)

[Record of engagement form](#) (for Seminars 2, 4 and 5) [click here](#).

All ECT2s: Please attend in person online your final ECT2 welcome session on **Monday 14th September at 4:00pm, online via Teams:** ([Link to Teams meeting](#)).

Diagnostic Activity on Brightspace: At the start of each term, ECT2s are required to complete a short diagnostic activity for the upcoming Development Cycle. Please log in to Brightspace, navigate to Development Cycle 1, and select the Diagnostic Activity. The activity should take **approximately 10 minutes** to complete. Your mentor will also complete a diagnostic activity, and the outcomes can be discussed during your first mentor meeting (w/c 21 September) to help identify your key areas for development during the term.

ECT2 seminars: Full seminar information can be found in this [seminar information document](#). Your facilitator will also be in touch during the **w/c 21st September** with details of your first seminar but please see the information in the key messages which should enable you to select the correct venue for Year 2.

MENTORS

Mentors mentoring an ECT1

Brightspace Task

Complete your diagnostic activity for Module 1: How can you create an effective learning environment?

Mentor Meeting Focus

1. Ways of working and wellbeing [Mentor Handbook p11-13](#)
2. Diagnostic focused conversation [Mentor Handbook p14-15](#)

Mentors mentoring an ECT2

Complete the Diagnostic Activity on Brightspace: At the start of each term, mentors are asked to complete six diagnostic questions on Brightspace. These questions focus on how your ECT is applying learning from the programme in their day-to-day practice. The outcomes can be discussed during your first mentor meeting (w/c 21 September) and will help you and your ECT identify the most appropriate areas for development during the upcoming term.

Dates

Your ECTs will be receiving an email from the lead facilitators of the training; ask them to share dates with you and ensure they are in their diaries as attendance at the training is an important part of their engagement on the programme.

Mentor Training

Welcome sessions 1&2 - The recording of these sessions will be added to the secure area of the website [Link to Secure Area](#) by the end of the day on **Monday 14th September**. If you were unable to attend the session live please watch this recording and fill in the [engagement form](#).

FAQs from mentor training

A few links below which we have included in response to queries at the mentor training this week:

DfE Guidance on mentoring entitlement - [Mentors: responsibilities for early career teacher entitlement](#)

Introduction videos on Brightspace - [Mentor overview - ECTE 2025](#)

Brightspace Tips and Tricks: [Brightspace tips & tricks - ECTE 2025](#)

Video of how to look at your ECT's progress on Brightspace [Xavier Teaching School Hub - Brightspace - viewing ECT submissions](#)

INFORMATION FOR INDUCTION TUTORS

Are you a new Induction Tutor - Please contact Sophie Hunter s.hunter@xavercet.org.uk to arrange a Teams meeting to go over any questions you may have about your new role. Sophie can answer any questions you may have, explain all the different platforms and ensure you know exactly your responsibilities for the term.

Update ECT Manager - please update all information and check all programme members are correct on the ECT manager system e.g. new Headteachers.

ECTs partway through the programme - If you have an ECT who has just joined you from another school and is part-way through their induction. We are currently requesting their previous reports from their schools and will upload them onto ECT Manager in the '**documents tab**' once we have received them.

Training Venues and Communication- At the ECT training this week, some Year 1 ECTs were not sure which training venue their school had selected for them on ECT Manager. As their

induction tutor, please check in to ensure they know the venue the school selected on ECT Manager at the point of registration. **We will not contact ECTs directly.** Instead, they will receive information from their facilitator at the beginning of next week welcoming them to the course. If you or your ECT have not heard anything by then, please contact us at teachingschoolhub@xaviercet.org.uk

Here is the link to the form for changing programme members:
https://docs.google.com/forms/d/13Sw4sr8aJEtypDRSlbEgqIm-ssxuXwfjJd_1bQ-ARiY/edit

DO YOU HAVE A QUESTION REGARDING BRIGHTSPACE?

If you have any questions about Teach First's online learning platform please contact them
<https://my.teachfirst.org.uk/contact-us>

LOG IN TO OUR MEMBER AREA BELOW:

All information about the programme can be found on the Xavier ECTE Member area here:
Log in details below:

<https://www.tshub.xaviercet.org.uk/>

email: xavierecf@xavier.org.uk

password:
Xaviertsh2024

CONTACT US BELOW:

Our team is here to support you every step of the way. If you need help, have any questions, or would like to speak with us directly, at
teachingschoolhub@xaviercet.org.uk

Thank you for your patience with us at this busy we will try to get back to you asap.



Xavier Teaching School Hub, Guildford Road, Chertsey, Surrey KT16
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