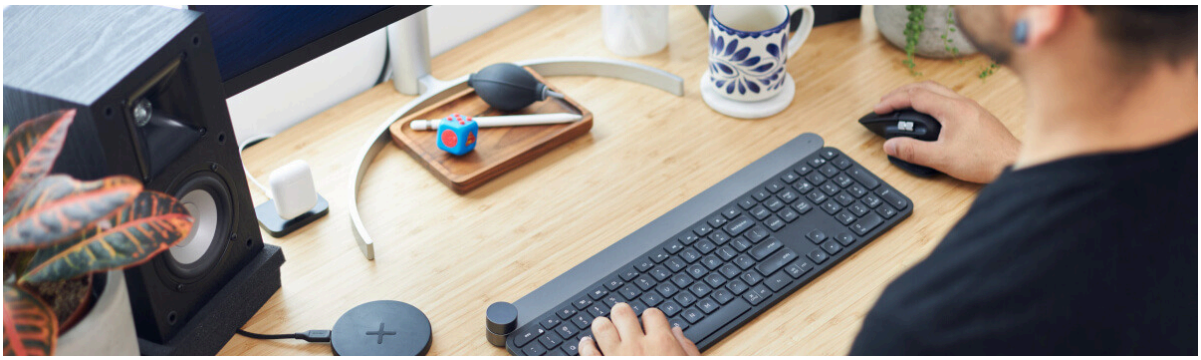
XAVIER ECTE WEEKLY BULLETIN

FOR THE WEEK COMMENCING 9TH NOVEMBER 2026



Audio Version of Bulletin

KEY ANNOUNCEMENTS

We hope your first few days back in school have gone well and that the new half term has started positively. A quick reminder that the Xavier Teaching School Hub team and our facilitators are here to support you throughout your ECT journey. Whether you have a question about the programme or need some guidance, please don't hesitate to get in touch. We wish you a successful and rewarding half term ahead.

Google Forms

When completing the google form at the end of seminars to evidence your seminar engagement (ECTs and mentors) please remember to click the **'submit'** button. If the submit button is not clicked, unfortunately we do not have a record of you having attended the training.

IMPORTANT DATES

ECT 1 seminars - take place **between** the **16th November** and **19th November** depending on your venue (see messages for YEAR 1 ECTS)

ECT 2 Primary and SEND seminars - take place **this week** from the **9th November and 12th of November** depending on your venue (see messages for YEAR 2 ECTS)

Mentor training dates:
Expert instructional coaching and deliberate practice - **Tuesday 1st or Thursday 3rd December** at 4pm online (see messages for MENTORS) NB: Fully trained mentors are **not** required to attend this.

Additional CPD Opportunity:
We are delighted to offer a free online CPD session for **Secondary ECTs** as part of our Appropriate Body offer. Rob Milner and Adam Hill, Lead Practitioners at Ash Manor School, will lead a practical session on effective behaviour management in secondary settings. Drawing on real-life scenarios and classroom examples, they will share practical approaches to supporting

positive behaviour and managing common classroom challenges. **See below for further details and registration information.**

Effective Behaviour Management in Secondary Settings
Thursday 19 November 2026 | 4:00pm to 5:00pm
Join: https://teams.microsoft.com/meet/3932837275907285?p=KMElRKW3NpSRsIday3
Meeting ID: 393 283 727 590 728 5
Passcode: Jt3Qc72p

ACTION: To reserve your place on this session, please **complete the registration form here:** ***Register your place.***

YEAR 1 ECTS

ECT 1 seminars
Module 2 Seminar 1: Avoiding working memory overload - **week commencing 16th November** - 4-5.30pm in person.

Brightspace Tasks to engage with
Module 2: How do pupils learn?
Session 2: Introducing new knowledge to pupils
Action: Complete self-study 2 on Brightspace (approximately 45 minutes) and the knowledge check at the end of the session, this is required to evidence your engagement with the self-study materials.

Mentor meeting focus
Your mentor meeting will focus on 'Working and long term memory' linking to your Brightspace learning from before half term. This is an opportunity to discuss how the principles of memory relate to your own class, including how pupils retain and recall knowledge, and the strategies you are using to support this. It is also a valuable time to reflect on your first half term, celebrate the progress you've made, discuss the challenges you've already overcome with your mentor's support, and review your plan for any key areas where you would like further guidance and development as the year progresses.

If you cannot access Brightspace please contact: Contact Us | My Teach First

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YEAR 2 ECTS

ECT2 Seminars:
If you are a **Primary** or **SEND** ECT2, your next seminar will take place this week (w/c 9 November). Please check the date and time of your seminar and look out for an email from your facilitator with further details.

For Primary and SEND ECT2s: The pre-seminar work for your upcoming seminar was included in **Brightspace Self-Directed Study 2**. Details of the pre-work can be found below:

- Choose a topic you will be teaching next week.

- Identify potential misconceptions pupils may have about this topic.
- Select one misconception from your list.
- Plan how you will address this misconception in your teaching.

If you are a **Secondary ECT2**, you **do not** have a seminar this week (w/c 9th November), as this seminar content was covered during your combined session in the Autumn 1 term.

Please note:
If your school had a **two-week half-term** (beginning Monday 19 October), please ensure that all activities outlined in the last bulletin have been completed by the end of this week (**w/c 9 November**) including:

- **Mentor drop-in observation**
- **Mentor Meeting 3**
- **Brightspace Self-Study 2** and the **Knowledge Check**.

MENTORS

Mentors mentoring an ECT1

Brightspace Task

You should have already completed the diagnostic tool for **Module 2** for your ECT but if you have not please complete this as soon as possible.

Mentor Meeting Focus

1. Follow the section 'Working and long term memory' in the Mentor Handbook p37-39
2. **IMPORTANT ACTION:** If you have not seen it at the top of each mentor meeting section there is a **link to a short video** which explains what the ECT has been learning about linked to the topic. Please take the time to watch these short videos they are only a couple of minutes long and provide you will all the information to support your ECT with professional discussions around their learning.

Mentors mentoring an ECT2

Please note: There is no mentor meeting scheduled for this week. However, if your school had a two-week half-term and you have not yet completed Mentor Meeting 3 with your ECT2, please ensure this is completed during **w/c 9 November**. Details were included in the previous bulletin. Take the opportunity to catch up on previous week's mentor tasks (below) if you have not already competed them.

Observation of your ECT and follow up conversation following the guidance in the handbooks below.

New and partially trained mentors

DC1 Mentor Interaction 3: Mentor Handbook p16-17

Trained mentors

DC1 Mentor Interaction 3:Mentor Handbook p20-21

Brightspace Mentor Support Videos

Teach First have released the following really useful videos to support you monitoring your ECT's progress on Brightspace and support your ECT with their self study.

Getting started with Brightspace: A guide for mentors

ECTP: The Brightspace Auditing Function for Mentors This allows you to see your ECT's progress on Brightspace.
ECTP 2026: The Year 1 Diagnostic Process
ECTP: The Year 2 Diagnostic Process

Mentor Training

Moving from novice to expert

The catch-up from this training for new mentors will be available from Monday 9th November via the ECT member area of our website: Xavier Teaching School Hub - ECTE Member Area . If you are a partially trained mentor or a fully trained mentor you are welcome to watch this training when it is available on our website.

Fully Trained, Partially Trained and New Mentors

We are aware that there are many of you who have mentored a trainee or ECT before and as the programme progresses there are increasing variables of 'mentor types' in terms of their training status. Xavier will only have a record of your training if you have completed ECT Mentor training with us. All other mentor's status is determined by a Training Needs Analysis button on your Brightspace platform.

Fully Trained Mentors - Will not have access to the Training Needs Analysis or Mentor Training on Brightspace as Teach First will recognise them as trained. They will complete the welcome seminars and attend no further training. Fully Trained Mentors will have access to the Diagnostic tool and their ECT's Modules in order to support their ECT's recommended pathway.
Partially Trained Mentors - Will need to complete the Mentor Eligibility question sent to them via email from Teach First. This will release the Mentor Training Needs analysis on Brightspace. If you have not received this email please contact Contact Us | My Teach First
New Mentors - Will need to complete the Mentor Eligibility question sent to them via email from Teach First in order to release the correct materials on Brightspace. If you have not received this email please contact Contact Us | My Teach First

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INFORMATION FOR INDUCTION TUTORS

Half term deadline for reporting concerns with your ECT's progress

End-of-term progress reviews will soon be upon us. If you have any concerns regarding an ECT's progress, please contact s.hunter@xaviercet.org.uk as early as possible. This enables us to work together to provide timely support and ensure appropriate action can be taken where needed before progress reviews are completed.

End of year progress reviews

Please get ahead and book in your progress review observations and meetings for the end of term with your ECTs. Reports will be available on ECT manager on the **27th November.** Full guidance will be provided in future bulletins.

If any links in this bulletin do not work for you, you may need to copy and paste the url and open it in a new window depending on your school's IT set up.

Need to change a mentor or any details? Please complete this Google Form:

https://docs.google.com/forms/d/13Sw4sr8aJEtypDRSlbEgqlm-ssxuXwfjJd_1bQ-ARiY/edit

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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, please contact us: teachingschoolhub@xaviercet.org.uk
Thank you for your patience with us at this busy time,we will try to get back to you asap.

Xavier Teaching School Hub, Guildford Road, Chertsey, Surrey KT16 9LU

Manage preferences