XAVIER ECTE WEEKLY BULLETIN

FOR THE WEEK COMMENCING 16TH NOVEMBER 2026



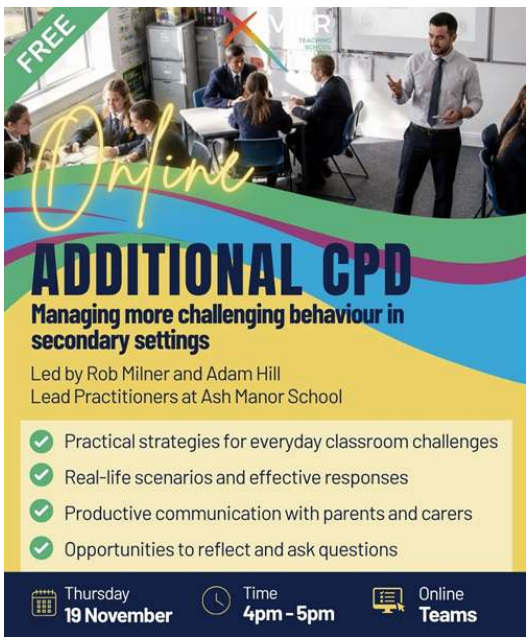
Audio Version of Bulletin

KEY ANNOUNCEMENTS

Additional CPD Opportunity:

As part of our Appropriate Body offer, we are delighted to provide a free online CPD session for **Secondary ECTs** focused on **managing more challenging behaviour**. Delivered by **Rob Milner and Adam Hill**, Lead Practitioners at **Ash Manor School**, the session will explore practical behaviour management strategies through real-life classroom scenarios.

ACTION: To reserve your place on this session, please complete the registration form, by clicking the image opposite or this link: *Register your place.*



Effective Behaviour Management in Secondary Settings
Thursday 19 November 2026 | 4:00pm to 5:00pm
Join: https://teams.microsoft.com/meet/3932837275907285?p=KMEIRKW3NpSRsIday3
Meeting ID: 393 283 727 590 728 5

Passcode: Jt3Qc72p



Meet our ECT 1 Social media ambassador

Meet **Karishi**, one of our new ECT1 Social Media Ambassadors. We're excited to follow her journey throughout her ECT1 year. Over the coming months, she'll be sharing her experiences, reflections and insights as she progresses through the ECT programme.

If you don't already, make sure to **follow us on @XavierTSH** for the latest updates and to follow Karishi's journey.

Last call for NPQ registration (induction tutors please share)

Autumn 2026 cohort of National Professional Qualifications (NPQs): There is still time to register for the autumn 2026 cohort of NPQs starting in November.

If you have any potential staff within your school considering an NPQ, or potential participants that have started an application, please encourage them to complete their registration as soon as possible.Funding is available for eligible participants, including scholarship funding for the NPQs in Headship, SENCOs, Senior Leadership and Early Years Leadership

To apply go to: STSN - Register your interest

IMPORTANT DATES

ECT 1 seminars - take place **this week** from the **16th November** to the **19th November** depending on your venue (see messages for YEAR 1 ECTS)

ECT 2 seminars - take place **online** in January (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)

Link for training

NB: Fully trained mentors are **not** required to attend this.

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 3: Using worked and partially completed examples

Action: Complete self-study 3 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 'Introducing new knowledge to pupils' linking to your Brightspace learning from last week. Your mentor will be dropping in to observe you introducing new knowledge to pupils without overloading their working memory. They will be looking to see you breaking information into small steps or using a visual representation (you will have selected one of these areas in your Brightspace learning last week). If you have completed the summary and stretch content then this will also include how to adapt your approach for some pupils (possibly those with SEND).

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

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YEAR 2 ECTS

ECT 2 seminars - take place **online** in January (see messages for YEAR 2 ECTS)

Mentor Meeting: This week (w/c 16 November), please arrange a meeting with your mentor (mentor meeting 4) to discuss feedback from their drop-in observation of your practice and agree any new or refined action steps for the remainder of the term. You can also use this opportunity to reflect on your learning from Self-Study 2. Looking ahead, please arrange, with your mentor, your second *'Engage with an Expert'* observation/discussion, which is scheduled to take place during w/c 23 November. Begin thinking about which experienced colleague would be most beneficial to observe or have a discussion with in relation to an area of your professional development. Further details, including a link to the observation/discussion proforma, will be included in next week's bulletin.

MENTORS

Mentor Training Needs Analysis

If you have not already done so please look at the tiles on Brightspace in your mentor training section. If you have a tile titled, 'Mentor Needs Analysis' please complete this asap. Once completed you will be directed towards any training you need to complete if you are a partially trained mentor.
If the Mentor Needs Analysis does not appear on your dashboard then you are either
- a fully trained mentor and you do not need to attend any training
or
- a new mentor and you need to attend all mentor training.

Mentors mentoring an ECT1

Brightspace Task

Mentor Meeting Focus

1. Follow the section 'Introducing new knowledge to pupils' in the Mentor Handbook p40-42
2. Once you've watched the video linked at the top of page 40 to find out what your ECT has learnt about last week linked to 'Introducing new knowledge to pupils'. You will need to arrange to complete a drop in observation of your ECT prior to your meeting to observe them introducing new knowledge without overloading pupils' working memory. Further details of the focus of this observation are on page 40 of the Mentor Handbook (linked above).

Mentors mentoring an ECT2

Mentor meeting 4 is scheduled for this week.
There is a mentor meeting scheduled for this week, this will focus on feedback following your observation and setting new or refined action steps. Ahead of mentor meeting 5 you and your ECT will need to set up the second 'Engage with an expert' observation or discussion. Further details of your mentor interaction are in the handbooks below.
New and partially trained mentors
DC1 Mentor Interaction 4: Mentor Handbook p18-21
Trained mentors
DC1 Mentor Interaction 4: Mentor Handbook p.22-25

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** is now available in the mentor area of our website: Xavier Teaching School Hub - ECTE Member Area . Please do complete the engage form (below the training) and click **submit** in order for your engagement to be recorded. 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.

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 (released on ECT manager 27.11.26)

- Share the progress review self-reflection template here with ECTs, they should complete these in their mentor meeting, well in advance of their progress review meeting, please ask for a completed electronic copy to be returned to you, you can then use it to help structure your meeting and write the review.
- Book in your end of term progress review observations and meetings.

Induction tutor checklists

The new induction tutor checklist for this half term is uploaded to the website and available here

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/13Sw4sr8aJEtypDRSIbEgqIm-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