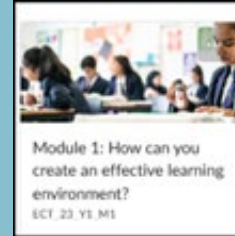


ECF Year 1 and 2 Bulletin



Week 10: w/c Monday 13th November 2023

MESSAGES FOR YEAR 1 ECTS



Please note that all seminars, whether Zoom catch-ups or face-to-face, are a compulsory part of the ECF programme.

Brightspace self-study

- In Week 10, you will continue your study of Module 2, which focuses on how pupils learn. Please complete the section entitled '**Considering how to introduce new knowledge to pupils**'. This will take a maximum of **60 minutes** to complete. The session explores two methods of introducing new knowledge - breaking complex materials into smaller steps, and combining verbal and graphical representations.

Interaction with your mentor

- In Week 10, your mentor will carry out a 10-minute drop-in observation, focusing on how you deliver an explanation. As they observe, they will consider how well you have broken your explanation down into small steps, as a way of supporting your pupils' working memory to process the new information without becoming overloaded.

Seminars

- In Week 10 you will attend Module 2 Seminar 1, which focuses on how you avoid working memory overload.
- Please ensure that you complete the seminar evaluation, using the QR code provided by the facilitator.
- If, in exceptional circumstances, you are unable to attend the seminar, please do remember to notify your induction tutor, the seminar facilitator and Xavier (ecfattendance@xaviercet.org.uk). However, please note that all seminars, whether Zoom catch-ups or face-to-face, are a compulsory part of the ECF programme.

Teach First Survey

- If you have not yet completed the ECT survey, [sent to you by Teach First](#), we would really appreciate if you could provide feedback so we are able to discuss suggestions and positives with Teach First as our Lead Provider. Many thanks.

[Focus group for ECTs and mentors - 23rd November 3:45 - 4:45pm \(Online\)](#)

Have your say! We would love to hear your thoughts so please do join our [online](#) focus group, hosted by St John the Baptist School, on **Thursday 23rd November (3:45 - 4:45pm)**. This is a fantastic opportunity to share your opinions and chat to other ECTs and mentors about the programme. We look forward to hearing your feedback as we aim to continually improve and develop the course. The Zoom link will be in next week's bulletin.

****Additional CPD****

Supporting emotionally vulnerable pupils - Wednesday 6th December (4pm - 5pm)

- Many ECTs have requested additional training with **supporting emotionally vulnerable pupils** and so we will be running an [optional online](#) CPD session on **Wednesday 6th December, 4pm-5pm**. This will be delivered by our SEND Lead and Consultant - Charlie Allison, who will be discussing practical strategies and key considerations to employ in the classroom to support pupils who are emotionally vulnerable. This workshop will open for all ECTs across all schools and key-stage phases. To reserve a place on this training, please register your interest by clicking the button below and filling in the online form.

Supporting emotionally vulnerable pupils

MESSAGE FOR YEAR 2 ECTS



Development Cycle 2 - Supporting pupils to develop subject-specific skills.

Brightspace

If you have not done so already, please complete the Brightspace retrieval quiz for Development Cycle 2.

Interaction with your mentor

- In Week 10, there is no scheduled mentor meeting. However, if you have yet to discuss or choose a specific area of development that you will be working on for this half-term, please arrange to do so this week.

Observation or professional discussion with an expert colleague

- This week, please carry out an observation or discussion with an expert colleague – who can demonstrate the subject-specific skill/s that you have chosen as the focus for your Development Cycle 2 this half term. Where at all possible, please ask your mentor to join you (although we are aware that this may not be feasible).

Seminars:

- We hope that you enjoyed your seminars that took place last week.
- If you are a Primary or SEND ECT, please ensure that you complete the online evaluation following your seminar. [Click here for the evaluation.](#)
- If you are a Secondary ECT, you would have had a Zoom catch up with your ECT cohort and **will not** need to complete an online evaluation.

- Please note that all seminars, whether Zoom catch-ups or face-to-face, are a compulsory part of the ECF programme. In exceptional circumstances, where you are unable to attend, please email both Xavier and your facilitator to note your absence. Primary and SEND ECTs, if you missed your most recent seminar, your facilitator will be in touch with the relevant training video. The training video will also be made available in next week's bulletin.

Focus group for ECTs and mentors - 23rd November 3:45 - 4:45pm (online)

- Have your say! We would love to hear your thoughts so please do join our [online](#) focus group, hosted by St John the Baptist School, on **Thursday 23rd November (3:45 - 4:45pm)**. This is a fantastic opportunity to share your opinions and chat to other ECTs and mentors about the programme. We look forward to hearing your feedback as we aim to continually improve and develop the course.

****Additional CPD****

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Supporting emotionally vulnerable pupils

MESSAGES FOR MENTORS

The ECF Programme offers mentors training over a two-year period. We have mentors at all different stages of their training supporting ECTs in both the first and second years.



This week's mentor checklist for those mentoring Year 1 ECTs

- Please read *Messages for Year 1 ECTs* above.
- Please hold your usual **weekly mentor meeting** with your ECT for approximately one hour.
- Please watch the short overview video (7:08 mins) of what your ECT will be studying on Brightspace during Week 10: **[Week 10 mentor overview](#)**
- In Week 10, you should carry out a 10-minute drop-in observation of your ECT.. Full details are on pages 30 and 31 in your **[Year 1 Mentor Handbook](#)**.
- Key dates and information for this half term are in the **[ECT 1 Mentor checklist](#)** which can also be found in the secure **[Mentor Area](#)** on our website.

This week's mentor checklist for those mentoring Year 2 ECTs

- Please read *Messages for Year 2 ECTs* above.
- In Week 10, all Year 2 ECTs should observe an expert colleague who can demonstrate the subject-

specific skill/s that the ECT2 has chosen as the focus for their Development Cycle 2 this half term. If this is problematic, then a discussion with the subject expert would be good.

- Please see if it is possible to join your ECT2 for all of, or part of, the above observation/discussion. However, we understand your time as mentor is limited, so this is desirable, not essential.
- Key dates and information for next half term are in the [ECT 2 Mentor checklist](#) which can also be found in the ECF Member Area - [in the mentor section](#).

Focus group for mentors and ECTs - 23rd Nov - 3:45 - 4:45pm (Online)

- Have your say! Please do join our [online](#) focus group, hosted by St John the Baptist School, on **Thursday 23rd November (3:45 - 4:45pm)**. This is a fantastic opportunity to share your opinions and chat to other mentors and ECTs about the programme. We look forward to hearing your feedback as we aim to continually improve and develop the course.

Mentor Training (online) - Mentors in their first year of the programme

- The next online training session for **new** mentors, i.e. those who are in Year 1 of the mentor training programme (not necessarily those who are mentoring a Year 1 ECT), will take place in the week beginning 20th November. You **must** choose to attend **one** of the four training sessions which are repeated throughout the week: 4pm-5pm, Monday-Thursday. Details and links are below:

Monday 20th November, 4pm

Delivery Partner - Reigate

<https://zoom.us/j/98011293000?pwd=QXdCbXNxMjRFeDJha3hZa0lWb0FiUT09>

Meeting ID: 980 1129 3000

Passcode: 0Wez5a

Tuesday 21st November, 4pm -

Delivery Partner - St Mary's

<https://us06web.zoom.us/j/85851397221?pwd=HlcW0VwuUzrCTHnm8F98kmjiPgacQn.1>

Meeting ID: 858 5139 7221

Passcode: 139833

Wednesday 22nd November, 4pm

Delivery Partner - Esher

[Click here to join the meeting](#) (Please note, this a MS Teams link)

Meeting ID: 375 072 695 324

Passcode: r5KwvY

Thursday 23rd November, 4pm

Delivery Partner - St Polycarp's

<https://us06web.zoom.us/j/81187421386?pwd=eWp0Y0ExeDErYkU2SU03dWNRN1BGdz09>

Meeting ID: 811 8742 1386

Passcode: 449738

**MESSAGE FOR
INDUCTION TUTORS**



Terms and Conditions

Please find above the links to our Service Level Agreements and Partnership Agreements which are available for you to read in the Induction Tutor area on our ECF Members Area [here](#). Once you have read these, [please click on the button above to confirm](#) that you have read and agreed with our Terms and Conditions.

The induction tutor checklist for the next half term is now available for you [here](#).

Induction Tutor Training - Progress Reviews and Assessments

Wednesday 22nd November 4-5pm online. This training will recap the expectations for completing the end of term progress reviews, it will include a What's new this year as we have made some changes to the reports in response to feedback.

Join Zoom Meeting

<https://us06web.zoom.us/j/82768817051?pwd=wNSZGGMjKiKlfcNphlulkq6lQD7pxA.1>

Meeting ID: 827 6881 7051

Passcode: 545535

New registrations

Please note that any ECTs registered on the programme after 29th October 2023 will be classed as **January starters** by Teach First. All January starters must attend the face-to-face induction day, being held on 11th January at Salesian School, Guildford Road, Chertsey. ECTs should attend all day. If their mentors are new to mentoring, they should attend for the morning only. Lunch will be provided. Please register your new starters via our normal registration journey on our website [Xavier Teaching School Hub - Register your ECT \(xaviercet.org.uk\)](#)

ECT concerns

Please check in with all of your mentors to see whether or not they have any concerns regarding their ECT's progress. If there are any concerns, please email Sophie Hunter on s.hunter@xaviercet.org.uk. Often intervening early and providing support we are able to help both the ECT and the school best the most out their ECF induction.

KEY MESSAGES FROM THE TEAM



ADDITIONAL CPD

****Additional CPD** Supporting emotionally vulnerable pupils - Wednesday 6th December (4pm - 5pm)**

Many ECTs have requested additional training with **supporting emotionally vulnerable pupils** and so we will be running an optional online CPD session on **Wednesday 6th December, 4pm-5pm**. This will be delivered by our SEND Lead and Consultant - Charile Allison, who will be discussing practical strategies and key considerations to employ in the classroom to support pupils who are emotionally vulnerable. This workshop will open for all ECTs across all schools and key-stage phases. To reserve a place on this training, please register your interest by clicking the button below and filling in the online form.

Supporting emotionally vulnerable pupils

Specialist Knowledge for Teaching Mathematics for Secondary Early Career Teachers

The North-East Hants and Surrey Maths Hub have asked us to let you know about a brilliant, **FREE**, two-year programme for secondary ECTs in their first two years of teaching, designed to develop your specialist knowledge for teaching maths, thus enabling you to understand, teach and support pupils in maths in the classroom. Work groups will explore designing effective learning and teaching in maths with the key focus on Multiplicative Reasoning. Activities will include lesson analysis and design. Sessions will take place on five Wednesdays throughout the year, from 2 - 5 pm, at St John the Baptist School in Woking. If you are interested, please click on the button below for the dates, further information and sign-up link.

Teaching Maths for Secondary ECTs

Maths Hub courses for all teachers

The Maths Hub have a fantastic CPD offer for all teachers - from EYFS to Post-16. Please do click on the button below for a full overview of all the courses on offer.

Maths Hub courses

KEY LINKS

All information in the weekly bulletins will be hyperlinked to the secure '**ECF Member Area**' on the Xavier Teaching School Hub website. The ECF Member Area holds all proformas, handbooks, training dates, videos, bulletins, Brightspace content and information about the course. Please use the following details to login:

Email address: xavierecf@xavier.org.uk

Password (case sensitive): Xaviertsh

Please do **not** try to log in using your own email address.

OTHER KEY LINKS

Xavier ECF Year 1 Registration form [Xavier registration](#)

How to set up training for early career teachers [How to set up training for ECTs](#)

DfE portal [Manage training for early career teachers](#)

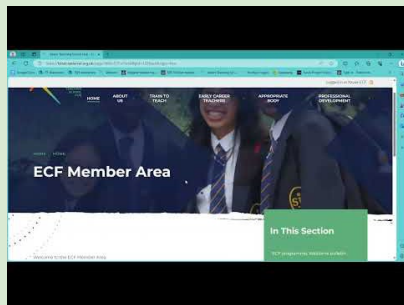
Xavier changes form [Changes form](#)

DfE funding guidance [Funding and eligibility for ECF-based training](#)

Teach First Contact Form

BRIGHTSPACE ISSUES

If you have not received your Brightspace login, or do not have access to the correct modules/development cycle materials, please complete the **Teach First Contact Form**. If, after 10 days, the issue has not been resolved, please contact the Xavier team on TeachingSchoolHub@xaviercet.org.uk/



New to our secure Xavier ECF Member Area?

Please click on the video on the left for a short tutorial of where you can access all the information mentioned in this bulletin.

Secure member area

Follow us on:



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

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