

# ECF Year 1 and 2 Bulletin



**Week 11: w/c Monday 20th November 2023**

## MESSAGES FOR YEAR 1 ECTS



### Brightspace self-study

- In Week 11, you will continue your study of Module 2, which focuses on how pupils learn. Please complete the section entitled '**Using worked or partially completed examples**'. This will take a maximum of **45 minutes** to complete.

### Interaction with your mentor

- In Week 11, there is **no scheduled observation**. Rather, you will have a discussion with your mentor on the subject of using worked and partially-completed examples in your practice. Please take along the worked example you will have created as part of your online study session. During the discussion, you will consider:
  - How can partially-completed examples be used to reduce distractions and keep the attention focused on key learning points?
  - How can worked and partially-completed examples support all pupils to succeed?

### Seminars

- In Week 10 you should have attended Module 2 Seminar 1, focusing on how you avoid working memory overload. If you attended the seminar, but have not yet completed the evaluation, please do so by clicking on the following link: [Evaluation for those who attended the seminar in person](#).
- If you did **NOT** attend the seminar, please find below a link to the seminar recording, which should be watched by **Friday 24th November** at the latest. Once you have watched the recording, please notify Teach First by completing the required form (below). For question 4, you need to scroll down to the bottom on the drop-down menu and select *Xavier Teaching School Hub*. Please note that if you do not submit the form, after watching the recording, you will appear on Teach First's records as a 'No Show'.

[ECT Module 2 Seminar 1 - catch-up recording](#)

[Form to notify Teach First](#)

- As you know, if, in exceptional circumstances, you are unable to attend a seminar, you are asked to please notify your induction tutor, the seminar facilitator and Xavier team ([ecfattendance@xaviercet.org.uk](mailto:ecfattendance@xaviercet.org.uk)). If you are unable to attend a seminar due to a school event, such as a trip or parents' evening, you will have these dates well in advance, so please do make

plans to attend the identical seminar at another of our 25 delivery partner schools, wherever possible. Please just email us (as above), letting us know where you would like to attend the seminar and we will happily let the facilitator know to expect you. You can find all the seminar dates, times and locations in the secure ECF Member Area of our website - [Seminar dates, times and locations](#).

### **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.

**Topic:** Focus Group - ECTs and Mentors

**Time:** Nov 23rd, 03:45pm

#### **Join Zoom Meeting**

<https://sjb-surrey-sch-uk.zoom.us/j/96650802907?pwd=c09sU090VDQ4SGs5c1hLOGRvWnhOZz09>

**Meeting ID:** 966 5080 2907

**Passcode:** 382106

### **\*\*Additional CPD\*\***

If you missed the optional 'Managing SEND-related behaviour in the Primary classroom' CPD session, please [click here](#) to access the recording of the session.

## **MESSAGE FOR YEAR 2 ECTS**



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

#### **Brightspace**

Please make sure you have completed your Brightspace retrieval quiz for Development Cycle 2.

#### **Interaction with your mentor**

- In Week 11, please arrange a meeting with your mentor to discuss the observation or discussion of an expert colleague that you completed last week. The focus of this meeting should be to discuss with your mentor how to integrate this new learning into your own practice.

#### **Seminars:**

- If you have not yet done so, and you were not able to attend your most recent seminar, please

email us at [ecfattendance@xaviercet.org.uk](mailto:ecfattendance@xaviercet.org.uk) to notify us of your absence.

- For those who did **NOT** attend the seminar (**Primary and SEND ECTs**), please find below a link to the seminar recording, which should be watched by **Friday 24th November** at the latest. Once you have watched the recording, please notify Teach First by completing the required form (below). For question 4, you need to scroll down to the bottom on the drop-down menu and select *Xavier Teaching School Hub*. Please note that if you do not submit the form, after watching the recording, you will appear on Teach First's records as a 'No Show'.

**Seminar recordings:**

Primary and SEND ECTs - [Development Cycle 2 recording Form to notify Teach First](#)

- **For all ECT 2s**, if you missed your seminar for **Development Cycle 1** and **Development Cycle 2**, please click on these links for the relevant video recordings. As a reminder, to note your engagement, you must notify Teach First by completing a [Teach First form](#) for each seminar video you watch.

**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.

**Topic:** Focus Group - ECTs and Mentors

**Time:** Nov 23rd, 3:45pm

**Join Zoom Meeting**

<https://sjb-surrey-sch-uk.zoom.us/j/96650802907?pwd=c09sU090VDQ4SGs5c1hLOGRvWnhOZz09>

**Meeting ID:** 966 5080 2907

**Passcode:** 382106

**\*\*Additional CPD\*\***

If you missed the optional 'Managing SEND-related behaviour in the Primary classroom' CPD session, please [click here](#) to access the recording of the session.

## 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 their 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 (4:12 mins) of what your ECT will be studying on Brightspace

during Week 11: [Week 11 mentor overview](#)

- In Week 11, there is no scheduled observation. Rather you should have a discussion with your ECT, on the topic of effectively using worked and partially-completed examples, as outlined in pages 32 and 33 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 11, please hold a **mentor meeting** for your ECT to discuss the observation or discussion of an expert colleague that your ECT completed last week. The focus of this meeting should be to discuss how your ECT integrates this new learning into their own practice, as outlined on page 30 in your [Year 2 Mentor Programme Guide](#).
- 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.

**Topic:** Focus Group - ECTs and Mentors

**Time:** Nov 23rd, 3:45pm

### Join Zoom Meeting

<https://sjb-surrey-sch-uk.zoom.us/j/96650802907?pwd=c09sU090VDQ4SGs5c1hLOGRvWnhOZz09>

**Meeting ID:** 966 5080 2907

**Passcode:** 382106

## 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 20<sup>th</sup> November, 4pm

Delivery Partner - Reigate

<https://zoom.us/j/98011293000?pwd=QXdCbXNzMjRFeDJha3hZa0lWb0FiUT09>

Meeting ID: 980 1129 3000

Passcode: 0Wez5a

### Tuesday 21<sup>st</sup> November, 4pm -

Delivery Partner - St Mary's

<https://us06web.zoom.us/j/85851397221?pwd=HlcW0VwUzrCTHNm8F98kmjiPgacQn.1>

Meeting ID: 858 5139 7221

Passcode: 139833

### Wednesday 22<sup>nd</sup> 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 23<sup>rd</sup> November, 4pm**

Delivery Partner - St Polycarp's

<https://us06web.zoom.us/j/81187421386?pwd=eWpwb0ExeDErYkU2SU03dWNRN1BGdz09>

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.

Please inform Xavier if you are concerned your ECT is not going to meet standards for the end of the term progress review. This allows for a 2 week support plan to be actioned and progress to be made to support a successful outcome for the ECT for the end of term. If there are any concerns, please email Sophie Hunter on [s.hunter@xaviercet.org.uk](mailto:s.hunter@xaviercet.org.uk).

#### **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=wNSZGGMjKiKlfcNphlulkq6IQD7pxA.1>

Meeting ID: 827 6881 7051

Passcode: 545535

#### **New registrations**

Registrations for **January 2024 starters** are now open. Please register your new starters via our normal registration journey on our website [Xavier Teaching School Hub - Register your ECT \(xaviercet.org.uk\)](#).

All January starters must attend the **face-to-face induction day**, being held on **Thursday 11th January 2024** 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. More information to follow.

## 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 - 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. Please note this CPD is open to all ECF program members e.g. mentors and induction tutors.

[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](mailto: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](#)

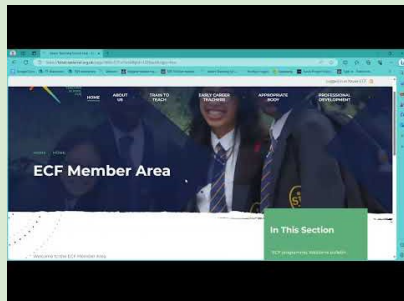
Xavier changes form [Changes form](#)

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](mailto: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  
[Unsubscribe](#) [Manage preferences](#)