

# ECF Year 1 and 2 Bulletin



Week 16: w/c Monday 8th January 2024

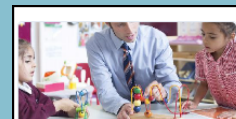
## KEY MESSAGES



First and foremost, may we wish you a very happy new year! We hope that you have enjoyed the holiday and feel rested and ready for all that 2024 will bring.

We appreciate you taking the time to engage with this week's bulletin which holds all the relevant information you will need for the w/c 8th January. However, if you do have any questions or require any support, please do not hesitate to get in touch with us at [teachingschoolhub@xaviercet.org.uk](mailto:teachingschoolhub@xaviercet.org.uk).

## MESSAGES FOR YEAR 1 ECTS



Module 2: How do pupils learn?

### Module overview: Module 3 - What makes classroom practice effective?

- This half-term, you will study Module 3, which is all about what **makes classroom practice effective**. This module was developed in conjunction with Claire Stoneman, who is the founder of researchedED Birmingham. The self-directed study material that you will work through is underpinned by Rosenshine's *Principles of Instruction*, and builds on your engagement during your ITT training. The self-directed study is broken down into **five sessions**: a review of previous learning; explanations and modelling; guided practice; independent practice, and questioning.

### Brightspace self-study

- In Week 16, please complete the Module 3 section: **Review of previous learning**. This will take a maximum of **15 minutes**. You might also like to make a start on the second section within Module 3, entitled **Explanations and modelling**.

### Interaction with your mentor

- In Week 16, your mentor will carry out a **10-minute drop-in observation**. In Module 2, you explored how to prevent working memory overload. When observing you, your mentor will consider:
  - Are you implementing strategies that support the working memory?
  - Have you broken the explanation down into small enough steps?
  - If you have paired their explanation with a graphical representation, did it have the desired impact?
  - Was the worked example effective?
- This is also a good time to reflect on the academic year so far, and discuss these reflections with your mentor in terms of intended good practice for the term ahead.

### Seminars

- **Module 3 Seminar 1** takes place in **w/c 15th January** and focuses on **using examples and non-examples**. One of the main goals of teaching is to develop pupils' conceptual knowledge, but this can be particularly challenging for teachers, especially when teaching pupils about unfamiliar or abstract concepts. This is where high-quality explanations play an essential role. In this training seminar, you will learn how to further strengthen the quality of your explanations by using examples and non-examples effectively to develop pupils' conceptual understanding.

## MESSAGE FOR YEAR 2 ECTS



### Development Cycle 3 - Using meaningful and memorable explanations.

#### Brightspace

- Please complete the Brightspace retrieval quiz for Development Cycle 3 to identify and inform the area which you will work on during the first half-term of the year. You can find this when you login to Brightspace, **ECF 2022**, then **ECT Development Cycle 3**.

### Interaction with your mentor

- This week, please arrange to have a meeting with your mentor to discuss and choose the area of development that you will be focusing on this half term.
- This is also a good time to reflect on the academic year so far, and discuss these reflections with your mentor in terms of intended good practice for the term ahead.

### Seminars

- Most **ECT 2 seminars** will be taking place this coming week (**w/b 8th January 2024**). Please make sure you know the dates, times and locations of your seminar and arrange any cover if needed.
- ECT 2 seminar details can be found [here](#).
- Please ensure that you complete the seminar evaluation, using the QR code provided by the facilitator as this registers your engagement with the programme.
- 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](mailto:ecfattendance@xaviercet.org.uk)). However, please note that all seminars are a compulsory part of the ECF programme.

# 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 (**5:35 mins**) of what your ECT will be studying on Brightspace during Week 16: **[Week 16 mentor overview](#)**
- In Week 16, please carry out a 10-minute drop-in observation, looking at the extent to which your ECT is using the strategies outlined in Module 2 to prevent memory overload. Please refer to pages 43-45 of 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 16, please arrange a **mentor meeting** and discuss with your ECT the area of development they would like to choose to focus on this half term.
- Encourage your ECT to choose an expert colleague to go and observe [next week](#) – the focus of this observation is intended to be the focus area of development for this half term - chosen by your ECT.
- Key dates and information for this half term are in the **[ECT 2 Mentor checklist – Spring term](#)** which can also be found in the secure **[Mentor Area](#)** on our website.

### **[Mentor Programme Guide](#)**.

- Key dates and information for this half term are in the **[ECT 2 Mentor checklist](#)** which can also be found in the ECF Member Area - **[in the mentor section](#)**.

### **Change of dates for Year 2 mentor training (for mentors in their second year of teaching).**

- Please note that the dates of the Year 2 mentor training have changed. The new dates are:
  - Seminar 2: Tuesday 6<sup>th</sup> and Thursday 8<sup>th</sup> Feb (Please choose one session) 4pm ([Zoom link](#))
  - Seminar 3: Tuesday 21<sup>st</sup> and Thursday 23<sup>rd</sup> May (Please choose one session) 4pm ([Zoom link](#))

Meeting ID: 854 1576 4774 Passcode: 386595

# 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 Member Area [here](#). Every school needs to have read and signed these. Once you have read these, [please click on the button above to confirm](#) that you have read and agreed with our Terms and Conditions.

### Progress Reviews and Assessments

All progress reviews and assessments should now be completed on ECT Manager. Thank you to those of you who completed them before the end of term. If you have any outstanding reports or you need any support with the process please let me know and we can support you to complete them. We read and review all the reports individually as a team and your ECTs will receive a personalised comment from us here at Xavier.

### New registrations

Registrations for **January 2024 starters** are now open. Please register your new starters via the normal registration journey on our website [Xavier Teaching School Hub - Register your ECT \(xaviercet.org.uk\)](http://xaviercet.org.uk). All January starters must attend the **face-to-face induction day**, being held on **Thursday 11th January 2024, 9.30am - 3.30pm** 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. Mentors who are already on the programme do not need to attend. Lunch will be provided. More information to follow.

## ADDITIONAL CPD



### Additional CPD

We are delighted to be able to offer additional CPD throughout the year. As we are at the beginning of a new term, please see the list of additional CPD sessions on offer and indicate your interest in the Google form below. We want to make sure that this CPD is closely matched to your needs so please do indicate any other areas of CPD which would be of interest to you; many thanks.

[Additional CPD form](#)

On **Monday 29th January**, SJB (St John the Baptist School in Woking) are holding a conference, which is open to all, entitled "**A decade of Digital: Sharing best practice and lessons learnt**". Please see the flyer below and spread the word in your schools. If you (or other colleagues) would like more information, or to book a place, please contact Becky Shepherd at SJB on [b.shepherd@sjb.surrey.sch.uk](mailto:b.shepherd@sjb.surrey.sch.uk)

**SJB**

# A DECADE OF DIGITAL

Sharing best practice and lessons learnt

## SAVE THE DATE

Monday 29th January 12-5pm

**TICKETS £75**  
Early bird offer: book before 20th Dec £50

Seminars on

- Embedding 1:1 devices
- Supporting SEND students
- Developing AI literacy in staff
- Utilising Showbie
- Feedback
- Developing student voice
- Plus many more

Keynote on  
"The DNA of Learning"  
Abdul Chohan  
(Vice President of Learning at Showbie)








St John the Baptist School, Elmbridge Lane, Kingfield, Woking, Surrey, GU22 9AL

## 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](#)

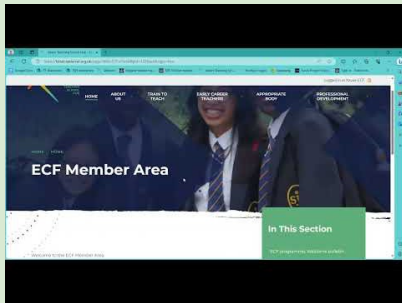
Xavier changes form [Changes form](#)

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

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