

ECF Year 1 and 2 Bulletin



Week 17: w/c Monday 15th January 2024

KEY MESSAGES

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 15th 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.

MESSAGES FOR YEAR 1 ECTS



[Module 3: What makes classroom practice effective?](#)

Brightspace self-study

- In Week 17, please complete the Module 3 section: ***Explanations and modelling***. This will take a maximum of **65 minutes**.

Interaction with your mentor

- In Week 17, interaction with your mentor will focus on using the strategy of 'think aloud' to model metacognitive processes. 'Think aloud' is a form of live modelling which makes the implicit process of completing a task or problem explicit.
- Your mentor will carry out a **10-minute drop-in observation** to look at how you use the strategy of 'think aloud' to demonstrate your expert thinking, as you model completing a task/activity.

Seminars

- In Week 17 you will attend **Module 3 Seminar 1**, which focuses on **using examples and non-examples**. As always, attendance at seminars is a compulsory part of the programme. If, in exceptional circumstances, you are unable to attend your scheduled seminar, please do remember to notify (a) your induction tutor, (b) the seminar facilitator, and (c) Xavier (ecfattendance@xaviercet.org.uk).

Do you know anyone whom you think would make a great teacher?

If so, please do signpost them to Xavier Teach SouthEast information events taking place this term (see below).

Please ensure that any outstanding Progress Reviews have been signed off as a matter of urgency

MESSAGE FOR YEAR 2 ECTS



Development Cycle 3 - Using meaningful and memorable explanations.

Brightspace

- If you have not already done so, 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**.

Observation/discussion with an expert colleague

- This week, please complete an observation or discussion with an expert colleague. The focus of this observation/discussion should be based on **your chosen area of development** - which you are working on this half term. If at all possible, it is beneficial (but *not* imperative) for your mentor to observe the expert with you.

Interaction with your mentor

- There is **no mentor meeting** scheduled for this week. However, if you feel you need any additional support please discuss this with your mentor.
- If you have yet to choose the area of development that you will be focusing on this half term, please do so this week.

Seminars

- Most ECT 2 seminars took place last week; we hope that you enjoyed the session.
- 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). However, please note that all seminars are a compulsory part of the ECF programme.

Do you know anyone whom you think would make a great teacher?

If so, please do signpost them to Xavier Teach SouthEast information events taking place this term (see below).

Please ensure that any outstanding Progress Reviews have been signed off as a matter of urgency

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 (10:34 mins) of what your ECT will be studying on Brightspace during Week 17: **[Week 17 mentor overview](#)**
- In Week 17, please carry out a 10-minute drop-in observation, looking at how your ECT uses the strategy of 'think aloud' to demonstrate their expert thinking as they model completing a task/activity. Please refer to pages 46-47 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 17, ensure your ECT arranges to observe an expert colleague and/or has a discussion with them about an area of practice they want to develop. It is ideal, but *not* imperative, to observe the expert with your ECT.

[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 mentoring).

- Please note that the dates of the Year 2 mentor training have changed. The new dates are:
 - Seminar 2: Tuesday 6th and Thursday 8th Feb (Please choose one session) 4pm ([Zoom link](#))
 - Seminar 3: Tuesday 21st and Thursday 23rd 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 a google form to confirm you have read our Service Level Agreements and Partnership Agreements. Both 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

Thank you for your prompt completion of the Christmas term progress reviews we have thoroughly enjoyed reading about the progress the ECTs have been making over this term. However, we still have a few outstanding reports that need to be completed. Please can all ECTs on extensions be completed by the end of next week. There are still some reports what need ECTs to comment and sign off before they can be reviewed. Please chase any ECTs who have not completed this.

Induction tutor checklist

Please find the checklist for this half term on the shared member area [here](#).

Do you know anyone whom you think would make a great teacher?

If so, please do signpost them to Xavier Teach SouthEast information events taking place this term (see below).

Updated DfE guidance

- Please note that the DfE has updated its guidance on [Early career payments for teachers](#) which are now available for eligible chemistry, languages, maths and physics teachers.
- Updated information about [National Professional Qualifications](#) has also been published.

DO YOU KNOW ANYONE WHO WOULD MAKE A GREAT TEACHER?



If you know anyone who you think would make a great teacher, and who might like to train to teach with an outstanding ITT provider (Xavier Teach SouthEast), please do send them our way!

They might like to take a moment to flick through XTSE's prospectus [here](#) or watch some of our 'success stories' [here](#).

If they want to find out more before applying, please signpost them to the following upcoming events:

- **Wednesday 17th January 2024 - 9.30-11am** : SCITT Open morning event @ Salesian School, Guildford Road, KT16 9LU. Register [here](#)
- **Tuesday 30th January 2024 - 11.00-11.30am**: Online information event. Join using this [link](#)
- **NEW* Wednesday 7th February 2024** - School Experience Day at St John the Baptist school in Woking. For those looking for a chance to get into a secondary school and observe some lessons. Sign up [here](#)

Follow XTSE on social media to find out about more events, or just pick up the phone today to the Xavier Teach SouthEast team on 01932 578 682 or email j.crome@xaviercet.org.uk.

SCITT OPEN MORNING

Come and meet us

MEET CURRENT
TRAINEES, ECTS &
XTSE DIRECTOR,
AMY HARPER

WEDNESDAY, 17 JANUARY
9.30 - 11.00

SALESIAN SCHOOL,
GUILDFORD ROAD, KT16 9LU

REGISTER YOURSELF ON
OUR WEBSITE!

www.teachsoutheast.co.uk



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



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

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](#)

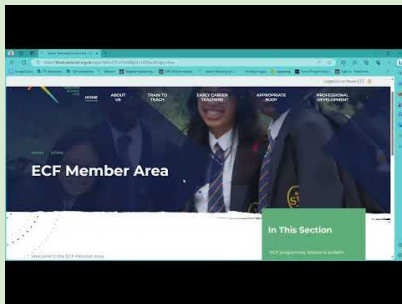
Xavier changes form [Changes form](#)

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](#)