**IoE TEP Week commencing 02/09/2019**

|  |  |  |  |
| --- | --- | --- | --- |
| Date | AM | PM | Reflections |
| 31/08 | Report writing | Report writing | Continued writing reports for the work commissioned during the summer term. |
| 01/09 | Report writing | Report writing | Continued writing reports for the work commissioned during the summer term. |
| 02/09 | Report writing | Report writing | Continued writing reports for the work commissioned during the summer term. |
| 03/09 | Report writing | Report writing | Continued writing reports for the work commissioned during the summer term. |
| 04/09 | Report writing | Report writing | Continued writing reports for the work commissioned during the summer term. |
| 07/09 | Report writing | Supervision | Continued writing reports for the work commissioned during the summer term and had a supervisor meeting with JE. |
| 08/09 | Report writing | Report writing | Continued writing reports for the work commissioned during the summer term. |
| 09/09 | Report writing | Report writing | Continued writing reports for the work commissioned during the summer term. |
| 10/09 | Report writing | Planning meeting | Continued writing reports for the work commissioned during the summer term and had a planning meeting. |
| 11/09 | Preparation meeting | Report writing | I met with a colleague to prep for work with a complex young person and then continued writing reports for the work commissioned during the summer term. |
| 14/09 | Planning meeting | Planning meeting | Planning meetings with two of my schools. |
| 15/09 | Planning meeting | Supervisors meeting | Last planning meeting and a joint supervisor meeting to plan the allocation of feedback over the course of my final year. |
| 16/09 | Report writing | Observation planning | Continued writing reports for the work commissioned during the summer term and met with a colleague to organise an observation of a consultation for my thesis. |
| 18/09 | W | Report writing | Visited one of my schools to work with a young person. |
| 21/09 | W | W | Visited the school for the day to work with two different young people. |
| 22/09 | HM | Supervisor meeting | Worked with two young people and had a supervisor meeting in the evening. |
| 23/09 | HF | Team meeting | Worked with two young people and had a team meeting. |
| 24/09 | EHCP | EHCP | I worked on an EHCP |
| 25/09 | EHCP | EHCP | I worked on an EHCP |
| 28/09 | Report writing | Report writing | Continued writing reports. |
| 29/09 | HM feedback meetings | JH feedback meeting | Feedback meetings for one of my schools, followed by a feedback meeting for another |
| 30/09 | JH | Consultation | School visit for 2 children followed by a consultation with one of the parents. |
| 01/10 | WB | EHCP consultation | WB school visit then a consultation for a Year 6 transfer piece of work. |
| 05/10 | TAF | Report writing | Team around the family meeting for a child at one of my schools before they transferred to Hawkswood and then continued writing reports. |
| 06/10 | Report writing | Supervision | Wrote reports and then had a supervisor meeting. |
| 07/10 | Feedback and consultation | Consultations | Feedback meeting and then consultations |
| 08/10 | Consultations | Consultations | Consultations all day |
| 09/10 | Consultation and feedback | Consultation | Consultations and a feedback meeting with a parent |
| 12/10 | 1:1 work | Consultations | 1:1 work in WB and then consultations |
| 13/10 | Report writing | 1:1 work | Writing reports then statutory work |
| 19/10 | Attempted 1:1 work | Report writing | Tried to work with a CYP at WB but they refused, then report writing. |
| 20/10 | 1:1 work | Supervision | 1:1 work at HM then supervision |
| 21/10 | Report writing | Team meeting | Wrote reports all day and had team meeting in afternoon as well as peer supervision. |
| 22/10 | 1:1 work | Wellbeing training meeting | 1:1 work in HF and then a meeting about the wellbeing training our service will deliver. |
| 26/10 | Report writing | Report writing | Writing reports for CYP. |
| 27/10 | Report writing | Report writing | Writing reports for CYP. |
| 28/10 | Report writing | Report writing | Writing reports for CYP. |
| 29/10 | EHCP writing | Supervision | Writing an EHCP and then supervision. |
| 30/10 | Report writing | Report writing | Writing reports for CYP. |
| 2/11 | WB | JH | 1:1 session in WB and then observation and 1:1 work with a CYP in JH. |
| 3/11 | Report writing | Report writing | Writing reports for CYP. |
| 4/11 | Report writing | Report writing | Writing reports for CYP. |
| 5/11 | Report writing | Consultations | Writing reports for CYP and then consultations for 2 different CYP. |
| 09/11 | Planning meeting | Supervision | Writing reports for CYP and supervision. |
| 16/11 | Report writing | Consultations | Writing reports for CYP and consultations for 2 schools. |
| 17/11 | 1:1 work | Report writing | HM school visit and then writing reports for CYP. |
| 18/11 | Consultation | Training practice & team meeting | Remote consultation and then a practice run for the wellbeing training. |
| 19/11 | Consultation | Tutorial | Remote consultation and tutorial with my university supervisor. |
| 23/11 | 1:1 session | Consultation | 1:1 work at WB and then a remote consultation |
| 24/11 | School visit | Report writing | Went to WB to work with a child and then writing reports for CYP |
| 25/11 | Consultation | Peer supervision | Remote consultation |
| 26/11 | Report writing | Report writing | Writing reports for CYP |
| 30/11 | Report writing | Training | Writing reports for CYP and delivering virtual training |
| 01/12 | Report writing | Report writing | Writing reports for CYP |
| 02/12 | Report writing | Anti-racism training | Writing reports for CYP and an external training session on anti-racism |
| 03/12 | Report writing | Supervision and consultation | Writing reports for CYP, tutorial with my university supervisor, and a remote consultation. |
| 09/12 | Report writing | Consultation | Writing reports for CYP and a remote consultation. |
| 14/12 | 1:1 session and consultation | Consultation | Visit to WB, remote consultation and a remote consultation. |
| 15/12 | Report writing | Post 16 working group | Writing reports for CYP and then a working group on post 16 work. |
| 16/12 | 1:1 session | Peer supervision | 1:1 work at WB and then peer supervision |
| 17/12 | Report writing | Report writing | Report writing |
| 18/12 | Report writing | Report writing | Report writing and admin |
| 06/01 | Planning meeting | Team meeting | Planning meeting for one of my schools and the first team meeting after the Christmas break. |
| 19/01 | Consultations | Consultations | 3 consultations across the course of the day for 2 of my schools |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |