SECOND PLACEMENT TIMETABLE CARD 2008-9

PLEASE ENSURE THAT YOU COMPLETE ALL THE REQUIRED INFORMATION AND RETURN TO:

[m.a.dawson@education.leeds.ac.uk](mailto:m.a.dawson@education.leeds.ac.uk). A copy must be sent to your Teaching Placement Supervisor and Link Tutor.

**NAME: Jayne Pritzlaff SUBJECT: German/French SCHOOL: Beckfoot School**

**UNIVERSITY METHOD TUTOR: Gary Chambers TEACHING PLACEMENT SUPERVISOR: Amanda Deacon LINK TUTOR: Dave Klemm**

**SCHOOL-BASED MENTOR: Caroline Milligan** CGM@beckfoot.bradford.sch.uk **ITE COORDINATOR: Alison Abbey** AMA@beckfoot.bradford.sch.uk

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | Start | End | Start | End | Start | End | Start | End | Start | End | Start | End | Start | End | Start | End |
| Time | 08.30 | 09.30 | 09.30 | 10.30 | 10.30 | 10.50 | 10.50 | 11.15 | 11.15 | 12.15 | 12.15 | 12.45 | 12.45 | 13.45 | 13.45 | 14.45 |
| **Monday** | Year 8 (set 2)  German  Claire Noble  Solo | | Year 9 (set 5)  German  David Ellis  Team Teach | | **Registration**  Gemma Hackett  Team Teach | | **Break** | |  | | **Lunch** | | Year 7 (set 5)  French  Caroline Milligan  Solo **M** | |  | |
| **Tuesday** |  | |  | | Year 10 (set 2)  German  Caroline Milligan  Solo **M** | |  | | Year 7 (set 3)  German  Gemma Hackett  Solo | |
| **Wednesday** |  | | Year 8 (set 5)  French  Alison Abbey  Solo | | Year 7 (set 5)  French  Caroline Milligan  Solo **M** | |  | | Year 8 (set 2)  German  Claire Noble  Solo | |
| **Thursday** | Year 10 (set 2)  German  Caroline Milligan **M**  Solo | | Year 8 (set 2)  German  Claire Noble  Solo | | Year 12  German  Claire Noble  Team Teach | | Year 8 (set 5)  French  Alison Abbey  Solo | | Year 7 (set 3)  German  Gemma Hackett  Solo | |
| **Friday** | (08.30-09.30)  Year 10  Business Studies  Mr Azir  Observation | | (09.30-10.25)  Year 8 (set 5)  French  Alison Abbey  Solo | | Registration + PHSCE  (10.25-11.05) | | Break  (11.05-11.30) | | (11.30-12.25) | | Lunch  (12.25-12.55) | | (12.55-13.50)  Year 9 (set 5)  German  David Ellis  Team Teach | | (13.50-1445) | |

The purpose of these ‘cards’ is to enable Teaching Placement Supervisors to arrange their programme of visits to observe student teachers teaching.

**It is therefore vitally important that the following procedures are observed.**

**Please note that the responsibility for sending timetables to the university rests entirely with the individual student teacher**.

All details on timetables must be completed carefully, and the following information provided:-

(a) the **precise times** lessons begin and end;

(b) a **special note**, indicated by, M, of which classes taught by you (student teacher) are normally taught by your mentor;

(c) the **nature of your (student teacher's) responsibility** for the class (i.e. solo teaching [S], team teaching [TT] or observing [O]).

(d) the **day and time** of the weekly mentoring session;

e) the name of the teacher who is responsible for the class.

**NB** All changes to your timetable, temporary or permanent, must be notified immediately to the appropriate Teaching Placement Supervisor, Student Administration Office and Link Tutor. **Student teachers who are called to interview must notify schools and their Teaching Placement Supervisor IMMEDIATELY.**

***NOTE: Please note alternative times for Friday lesson.***

***M – lessons usually taught by mentor.***