

PGCE Maths Mentor Meeting

Wednesday 1st Feb
SLB/102 (Spring Lane Building)
Time: 1400-1600

Minutes

Present: Helen Granger, Paula Kelly, Jason Choi, Hannah Nicholson, Catherine Wilson, Laura Cook, Sam Craggs, Karen McDonald, Mike Dennett, Alex Lumley

1. Welcome, apologies & introductions (HG)

Review Section

2. Review of Placement 1 (trainee focus) (HG)

- Overview of the nature of the trainees experiences so far, visit comments

HG gave an update on our standings (see ppt)

HG summarised the key findings during placement 1 visits

- ❖ *Some really excellent early practice observed*
- ❖ *A number of strategies being attempted*
- ❖ *Effective modelling examples*
- ❖ *Additional visits/check ins were conducted where there were areas of concern*
- ❖ *PebblePad is an issue this year - planning is lacking structural detail, component and composite skills and evaluation is poorly evidenced*

Actions: HG to continue to follow up. TD to offer zoom support sessions.

Mentors to support trainees with lesson planning and PebblePad habits as a focus

- Mentors exchange information on trainees
 - experience
 - strengths
 - areas to develop
 - CCF coverage

3. Review of Placement 1 (mentor focus) (HG)

- Activity to reflect on mentoring development this placement

- Consider 24-25 preparedness
- Review writing - subject specific targets
- Autumn term survey feedback
- Training needs

Mentors feedback their success and challenges.

- ❖ *Success - using feedback booklet*
- ❖ *Challenge - submitting lesson plans on time*

Discussion on lesson planning, 48 hours, taking lessons off trainees. We have 48 hours as a safety net - does not need to be insisted upon especially when teaching a sequence of lessons and in the second block. Can be valuable to 'feel' the discomfort rather than be told about it - but this shouldn't be a regular experience. Lessons can be removed if not sufficiently planned.

KM shared a successful CCF approach adopted

HG shared the excellent Autumn survey results (see ppt)

- Review of Placement 1 (tutor team focus) (HG)
- Update on the [action plan](#), [recruitment](#), [CCF reading](#)
- [CCF audit](#)

HG updated mentors on our action plan and recruitment plan

- ❖ *Successful event in Fulford*
- ❖ *6 on the books, 3 interviewing on Friday*

HG introduced our CCF reading plan in response to 24/25 preparedness.

- ❖ *Developing reading lists*
- ❖ *For mentors/trainees/PGCE team*

HG shared the audit trainees completed for the CCF

Actions: mentors to use CCF audit to reflect on their provision and the trainees' placement 2 needs. All to consider how reading can inform our mentor meetings.

Course Development

4. Activity using the [non-statutory guidance](#) and supporting trainees with medium term planning

*Conversation about pre-prepared lessons - yes use these but ask questions like "why has the lesson been structured as it has?" "why are these effective examples?" "how do we adapt this lesson for **this** class?"*

5. Activity looking at CCF2 reading - [Metacognition and self-regulated learning](#)

The seven recommendations and how we could use, or articles like this, in a joined up across our provision. Feedback [here](#)

Looking Forward

6. Brief overview of Placement 2 (HG)
 - [Key dates](#)
 - [Assignment 3 Task](#)
 - Professional enrichment

HG reviewed and highlighted key activities over placement 2.

Actions: be aware of these key activities and be ready to guide trainees regarding assignment three research - look at observations or reflections on own practice

OFSTED Reminders

7. Our Vision and Curriculum Ambition (HG)
[Handout](#)

[Briefing sheet](#)

8. A.O.B

Meeting closed at 1600