

Information Technology Secondary PGCE Timetable 2001-02 Cohort A

All Beginning Teachers should refer to the green Secondary PGCE Handbook for further details of Professional Studies.

Beginning Teachers based in Associate Partnership schools for school placement 1 or 2 must refer to the lilac pages in the green Secondary PGCE Handbook for specific information on their timetable.

KEY:

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| CS - Curriculum Studies | SPT - School Professional Tutor |
| SCT - Subject Co-Tutor | IT - Institute Tutor |
| CEP - Career Entry Profile | KL - Keynote Lecture in Professional Studies |
| SFE - School Focused Enquiry | R&D - Research & Development |

Term 1 (Weeks 1 to 15)

Week (w/b Mon)	Mon	Tue	Wed (Professional Studies)	Thu	Fri
1 10 Sept	10-14 SEPTEMBER 2001 - PRELIMINARY SCHOOL EXPERIENCE IN A PRIMARY SCHOOL				
2 17 Sept	9.30 am: Curriculum Studies: introduction to each other, the course and the Standards 1.45 - 4.00 pm: Registration - Jeffery Hall 1.30 - 5.30 pm: Introduction to Information Services (rolling programme of 2 hours)	ES 1: publicising yourself FO 1: finding Internet resources	9:30 - 11.00 am: KL 1 "The History of the Education System"- Logan Hall 11.45 am - 1.15 pm "London Schools Now" Lecture- Logan Hall 3:00 - 4.15 pm: KL 2 " Classroom Management"- Logan Hall 4:15 pm onwards: Beginning Teacher Tea 11:00 am: KL 3 "Whole School Literacy and Numeracy" - Logan Hall 2:00 pm: KL 4 "Citizenship and Values" - Logan Hall	9.30 - 11.00 am: Course Briefing and Week 1 Tasks - Logan Hall 11.30 am - 5.30 pm: Introduction to Information Services (rolling programme of 2 hours in subject groups of 20 BTs)	9.30 am: Curriculum Studies: Think.com 1.30 - 3.30 pm: Introduction to Information Services (rolling programme of 2 hours in subject groups of 20 BTs) 3.30 - 5.00 pm: Teachers' Legal Responsibilities Lecture- Logan Hall
3 24 Sept	Why teach IT? How to teach IT?	Lesson planning 1 Discussion of initial profile tasks		Directed Studies	
4 1 Oct	RM 1: evaluating web sites ES 2: 'A' level	DI 1: introduction to Logo RM 2: using the Internet in schools	9.00 - 10.30 am: Meeting for BTs in an Associate Partnership school for <u>first</u> school placement <u>only</u> - Clarke Hall 11:00 am: KL 5 "Pupil Learning and Differentiation" - Logan Hall 2:00 pm: KL 6 "MARRA" - Logan Hall		
5 8 Oct	ES 3: PSE presentations RM 3: pupils evaluating their work	DI 2: a computer-controlled model Planning for visit to PTE school	10 - 12 October - 3 DAY INDUCTION IN SCHOOL 1		
6 15 Oct	Debrief on visit to PTE school FO 2: data validation	16 - 19 October - 4 DAY OBSERVATION AND PUPIL SHADOWING IN SCHOOL 1			

Week (w/b Mon)	Mon	Tue	Wed (Professional Studies)	Thu	Fri
7 22 Oct <i>(School Half Term)</i>	FO 3: which database? FO 4: planning FO lessons	FO 5: Progression from KS2-KS3	9.00 – 10.45 am: Tutorials for BTs in an Associate Partnership school for <u>first</u> school placement <u>only</u> – see PGCE noticeboard on Levels 4 and 5 for venues 11.00 am: BT Practitioner Research	Directed Studies First Aid Course for Cohort A. Limited places available – must be booked in advance through the ITE Office, rm 528	
8 29 Oct	DI 3: spreadsheet models DI 4: 'A' level	PRACTICAL TEACHING EXPERIENCE IN SCHOOL 1 30 OCTOBER 2001 – 1 FEBRUARY 2002			
9 5 Nov	Discussion of first week of PTE DI 5: datalogging				
10 12 Nov	ES 4: making a course newspaper ICT in the learning of IT		SFE Briefing by School Professional Tutor for BTs in <u>Full Partnership schools</u> . Venue: Cluster Support Tutor to arrange. SFE Briefing by Associate Partnership Institute Tutor for BTs in first placement <u>Associate Partnership school</u> . Venue:		
11 19 Nov	ES 5:multimedia using Hyperstudio Discussion of PTE issues		PS: Progress review meeting with School Professional Tutor		
12 26 Nov	Marking and assessment in IT Using ICT to assess pupils				
13 3 Dec	RM 4: digital divides Discussion of PTE issues				
14 10 Dec	ICT and SEN Planning for differentiation				
15 17 Dec	RM 5: 'A' level Planning for next term				
Christmas Vacation (2 weeks)					

Term 2 (Weeks 16 - 25)

Week (w/b Mon)	Mon	Tue	Wed (Professional Studies)	Thu	Fri
16 7 Jan	ASSOCIATE PARTNERSHIP BTs – TUTORIALS WITH ASSOCIATE PARTNERSHIP INSTITUTE TUTOR AT IOE				
			School 2 Visit (pm)		
	PRACTICAL TEACHING EXPERIENCE IN SCHOOL 1 (continued) 30 OCTOBER 2001 – 1 FEBRUARY 2002				
17 15 Jan			PS: Progress review meeting with School Professional Tutor		
18 21 Jan			SFE Presentation and hand in SFE Report to School Professional Tutor - for BTs in <u>Full Partnership schools</u> . Venue: Cluster Support Tutor to arrange. SFE Presentation and hand in SFE Report to Associate Partnership Institute Tutor - for BTs in first placement Associate Partnership		
19 28 Jan					
20 4 Feb	GNVQ Lesson planning 3	Issues in Assessing IT at KS 3 Subject knowledge re-audit	11:00 pm: KL 8 "Equalities Issues" - Logan Hall 2.00 pm: KL 9 "The Role of the Form Tutor" - Logan Hall	Review tutorials	Review tutorials
21 11 Feb	Issues in assessing IT at KS3 Assignment 1.2	Issues in assessing 'A' level IT Key Skills	9.00 – 10.30 am: Meeting for BTs in an Associate Partnership school for <u>second</u> school placement <u>only</u> – Nunn Hall 11:00 am: First Teaching Appointments Lecture - Logan Hall 12.00 – 2.00 pm: CAREERS FAIR – outside Logan Hall and inside Jeffery Hall 2.00 pm: KL 10 "Post-16 Key Skills"	Review tutorials	Review tutorials

Week (w/b Mon)	Mon	Tue	Wed (Professional Studies)	Thu	Fri
18 Feb <i>(School Half Term)</i>	STUDY AND PRACTICAL TEACHING PREPARATION WEEK				
22 25 Feb	INDUCTION, OBSERVATION AND PUPIL SHADOWING WEEK IN SCHOOL 2				
23 5 March	PRACTICAL TEACHING EXPERIENCE IN SCHOOL 2 25 FEBRUARY 2002 – 24 MAY 2002				
24 11 March			R&D Briefing by School Professional Tutor for BTs in <u>Full Partnership schools</u> . Venue: Cluster Support Tutor to arrange. R&D Briefing by Associate Partnership Institute Tutor for BTs in second placement Associate Partnership school. Venue:		
25 18 March					
Easter Vacation (2 weeks)					

Term 3 (Weeks 28 to 36)

Week (w/b Mon)	Mon	Tue	Wed (Professional Studies)	Thu	Fri
26 <i>8 April</i>					
	PRACTICAL TEACHING EXPERIENCE IN SCHOOL 2 (continued) 25 FEBRUARY 2002– 24 MAY 2002				
27 <i>15 April</i>					
28 <i>22 April</i>					
29 <i>29 April</i>					
30 <i>6 May</i>	BANK HOLIDAY				
31 <i>13 May</i>			<p>R&D Presentation and hand in R&D Report to School Professional Tutor - for BTs in <u>Full Partnership schools</u>. Venue: Cluster Support Tutor to arrange.</p> <p>R&D Presentation and hand in R&D Report to Associate Partnership Institute Tutor - for BTs in second placement <u>Associate Partnership school</u>. Venue: Institute of Education 10.00 am.</p>		
32 <i>20 May</i>			PS: Progress Review Meeting with School Professional Tutor		

Week (w/b Mon)	Mon	Tue	Wed (Professional Studies)	Thu	Fri
33 27 May	Coursework tutorials Career Entry Profiles / ICT Profile / Professional Development Portfolio	Coursework tutorials Career Entry Profiles / ICT Profile / Professional Development Portfolio	11:00 am: KL 11 "PSHE" - Logan Hall 2:00 pm: KL 12 "Critique of New Initiatives" – a debate – Logan Hall	Directed Studies	
3 June <i>(School Half Term)</i>	BANK HOLIDAY		BANK HOLIDAY		<u>Hand in Assignment 1 (Curriculum Assignment)</u> to Institute Tutor
	STUDY AND COURSEWORK PREPARATION WEEK				
34 10 June	Additional skills day 1 Career Entry Profiles / ICT Profile / Professional Development Portfolio	Additional skills day 2 Career Entry Profiles / ICT Profile / Professional Development Portfolio	Further Professional Development Workshops for BTs – details will be displayed on the PGCE noticeboards on Levels 4 and 5. 2.00 pm: Career Entry Profile Workshops for BTs – details will be displayed on the PGCE noticeboards on Levels 4 and 5.		
35 17 June	New ideas in IT day 1	New ideas in IT day 2	11:00 am: KL13 "Induction Year" - Logan Hall Hand in <u>Career Entry Profile</u> to Institute Tutor		
36 24 June	New ideas in IT day 3	'Showing and sharing'	Beginning Teacher Research Open Day – details will be displayed on the PGCE noticeboards on Levels 4 and 5.		

