

School Direct Overview 2017/18

Administration for 2017/18

Helen Speed is Director of The Port Alliance and QA Lead.

I run the programme on a day-to-day basis.

I oversee the UCAS administration process, screen applicants and organises the interview days.

I liaise with the University of Chester for all admin related to applications, usually on a daily basis.

I must attend any meetings the university call and be available for them at short notice when an AT is at risk.

I track and monitor the progress of the trainees alongside their mentors and the university.

I visit trainees and perform observations in conjunction with the university.

I organise and administer second placements.

I deliver school based learning sessions for professional studies.

I liaise with IGNITE for primary and generic teacher training.

I chair head teacher and mentor meetings when required.

I keep in contact with the ATs (Associate Teachers), ULTs (University Link Tutors) and mentors across the alliance.

I visit primary ATs and conduct observations in conjunction with a primary specialist.

I compile data and write reports to the university.

I attend training as necessary.

The Port Alliance Schools

Lead School – The Whitby High School

Whitby Heath Primary School

Christ Church C of E Primary School

Capenhurst C of E Primary School

Cambridge Road Primary School

The Oaks Primary School

St. Saviours Catholic Primary School

Meadow Primary School

ATs have been placed in Whitby Heath, Christ Church & Whitby High this year. Satellite placement in Chester for a returning AT tbc.

Course Requirements

ATs must have a 2:1 or higher degree and have passed the Professional Skills Tests in Literacy and Numeracy prior to starting the course. They must have experience in at least 2 schools and have a good understanding of the role of the teacher in order to apply.

School Direct offers QTS and a PGCE qualification as long as ATs complete the academic modules successfully, they also attain 60 Masters credits.

The course comprises of 180 days with 20 days spent at university for primary ATs and 120 days spent in school and 40 on school base training. For secondary ATs 120 days are based in school and 40 days are in university, 20 are on training, all of which count towards Masters Modules.

There are 5 cross phase training days which are delivered across the alliance to all ATs in secondary and primary, we also include the PCGE core ATs from Chester.

Each AT teaches in 3 different contexts, Primary, Secondary and a second placement school. The home school provides the bulk of the training and mentoring and will write the final report and recommendation in June.

Extra information:

I have maps with the primary and secondary training year available and the work that has been delivered has been verified by the university verification board.

The UCAS system is used for all applications and needs daily attention when the windows are open. All applications are screened, logged and verified, forwarded to appropriate staff prior to interview selection. Each applicant is emailed to inform them that their application has been received and is in the process of being looked at. Interview process is set up and candidates invited to attend, admin and collaborative work between HS and the university takes place to ensure all staff can attend. The interview process is rigorous and complies with the university, UCAS & DFE requirements. We have 1 place for 2018/19 which is a salaried position at Cambridge Road.