| **Trainee placement information** | | | |
| --- | --- | --- | --- |
| **Name of trainee** |  | **Trainee ID No** |  |
| **Name of mentor** |  | **Professional practice phase** |  |
| **Name of link tutor** |  | **School/setting name** |  |
| **Programme** |  | **Week beginning** | Enter date |

| **Key discussion focuses for the week: Safeguarding** | | | |
| --- | --- | --- | --- |
| *Please refer to EHU ITE curriculum guidance as appropriate.* | | | |
| Share the Safeguarding Policy, Child Protection Policy and Staff Behaviour Policy (Code of Conduct) and any relevant local safeguarding issues. | | Highlight the importance of accurate record-keeping.  If possible, look at a good example of this. | |
| Discuss how to provide a safe and secure environment to protect themselves from potential allegations. | | Role play a situation responding to a child’s disclosure, listening to the views of the child without asking leading questions | |
| Identify and explain the role of other agencies potentially involved in child protection. | | Information sharing in a timely manner is essential for the identification of patterns of behaviour. Discuss who we share information with. | |
| **Discussion has taken place.** | **Yes** | | **No** |
| **Any further comments** | | | |
|  | | | |

| **Current targets** *(from previous Weekly Development Summary)* | | | | Complete | Ongoing |
| --- | --- | --- | --- | --- | --- |
| **To be completed by the trainee** | **Current Targets** | **To be completed by the mentor** | **Progress** |
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| **Summary of feedback discussion** | | |
| --- | --- | --- |
| *Subject specific feedback relevant to teaching during the last* | *Evidence of progress against EHU ITE curriculum which may include:*   * High expectations and managing behaviour. * How pupils learn, classroom practice and adaptive teaching. * Subject knowledge and curriculum. * Assessment. * Professional behaviours. | |
| **Has the trainee learned the intended curriculum?** | Yes | No |

| **Future targets** | | | | | |
| --- | --- | --- | --- | --- | --- |
| *(Up to three targets – please tick areas of focus the target relates to)* | **HE** | **HPL** | **SK** | **A** | **PB** |
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| **Current progress would suggest that the trainee is making sufficient progress to proceed?**  ***(Please tick, having considered all sources of evidence as set out in the Professional Practice Policy.)*** | **Areas of focus:**  ***(Tick all apply for this week.)*** |
| **Yes**  **No, additional support needed** | High expectations and managing behaviour  How pupils learn, classroom practice & adaptive teaching  Subject knowledge and curriculum  Assessment  Professional behaviours |

|  |  |
| --- | --- |
| **Mentor** Signature |  |
| **Trainee**  Signature |  |