

INSET

REPEATED

Primary Management

Induction Training for Teaching Assistants - Secondary and Special

A four session programme for recently appointed Teaching Assistants and their Mentor.
There is no charge for this course.

The programme has four modules: role play; behavior management; literacy; numeracy.

Teaching Assistants;

- should be working with children during literacy and/or numeracy lessons;
- should NOT have attended any Norfolk based literacy or numeracy training, outside of school-based work;
- will receive a DfES Teaching Assistant file to accompany the course;
- will be required to undertake some preparatory reading and course assignments.

Mentors;

- will be experienced teachers, identified by the school;
- will supervise the Teaching Assistant(s) during and after training;
- need only attend the morning of the first session and all day on the final session.

PLEASE INDICATE MENTOR WHEN BOOKING

Refreshments and lunch will be provided.

Your Course Leaders are Alan Jones, Ralph Cross, Jan Jarrett and Nick Asker.

Cost: £0.00

Funding from Standard Fund Grant 508 for one day mentor supply.

Date	Time	Venue	Activity Ref.
15/1/2004	9.30 - 3.30	Ramada Jarvis Hotel, Norwich / Norwich PDC and 13/02/04, 12/03/04, 24/03/04 at the Norwich Professional Development Centre	3RN048
13/01/04	9.30 - 3.30	and 04/02/04, 26/02/04, 16/03/04 at the West Norfolk Professional Development Centre	3RN049

To apply for a place at this activity please visit our INSET Opportunities website at
<http://advisoryservice.norfolk.gov.uk/inset> or complete a booking form and return it to:

Carol Burgess
Norfolk Education Advisory Services
Professional Development Centre
Woodside Road
Norwich, NR7 9QL

Telephone:
01603 433276

Fax:
01603 700236

E-mail:
carol.burgess@norfolk.gov.uk