

INSET

Primary Management

Induction Training for Teaching Assistants (Secondary and Special Schools)

A four session programme for recently appointed Teaching Assistants and their Mentors. Teaching Assistants will receive a DfES Teaching Assistant file to accompany the course. The programme has four modules: role play; behaviour management; literacy; mathematics.

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 the training;
- need only attend the morning of the first session and all day on the final session.

Refreshments will be provided.

Course tutors are Alan Jones, Jan Jarrett, Nick Asker and Steve Lord.

PLEASE INDICATE MENTOR WHEN BOOKING.

Cost: £0.00

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

Date	Time	Venue	Activity Ref.
14/1/2003	9.30 - 3.30	Easton College, Norwich and 10/02/03, 7/03/03, 20/03/03.	2RN092
and 10/01/03	9.30 - 3.30	West Norfolk Professional Development Centre and 4/02/03, 26/02/03, 12/03/03.	2RN093

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 Advisory Service
Professional Development Centre
Woodside Road
Norwich, NR7 9QL

Telephone:
01603 433276

Fax:
01603 700236

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

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Induction Training for Teaching Assistants (Secondary and Special Schools)

A four session programme for recently appointed Teaching Assistants and their Mentors. Teaching Assistants will receive a DfES Teaching Assistant file to accompany the course. The LEA will use its retained element of Standard Fund Grant 508 to pay for the mentor supply for one day only.

The outlined programme has four modules: They are: role play; behaviour management; literacy; mathematics.

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;

Refreshments will be provided.

Course tutors are Alan Jones, Steve Lord, Jan Jarrett and Nick Asker.

Cost: £0.00

Date	Time	Venue	Activity Ref.
10/1/2003	9.30 - 3.30	West Norfolk Professional Development Centre	2RN093

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