

Professional Development Opportunities 2003 / 2004

- NEWLY QUALIFIED TEACHERS
- INDUCTION TUTORS
- INDUCTION MANAGERS

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**Professional Development Opportunities
for Newly Qualified Teachers, Induction Tutors and
Induction Managers
2003 – 2004**

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BACKGROUND INFORMATION AND GUIDANCE ON BOOKINGS

This year's training and development programme continues to provide a range of opportunities both for Newly Qualified Teachers (NQTs) and their Induction Tutors. The central training programme builds on the evaluations and findings from last year's courses. It also takes particular account of the rewritten DfES guidance, the new Career Entry and Development Profile (CEDP), and the revised Induction Standards which take effect from September 2003.

When booking places on the NQT courses there are a number of points it might be helpful to bear in mind:

- Bookings for courses should be negotiated and planned between the NQT and Induction Tutor, based on the NQT's identified needs and priorities
- Please note that some of our courses take place early in the Autumn term and places for these will need to be booked in good time. These courses are scheduled early in response to what NQTs say they feel they need at the start of their Induction Period.
- Some of our Norwich-based courses quickly become over-subscribed. In order to help secure a place and to avoid unnecessary disappointment, please book on-line through Norfolk Esinet or <http://advisoryservice.norfolk.gov.uk/inset> or try to send in booking forms as early as possible, **once the professional development needs of individual NQTs have been jointly identified and relevant course(s) have been found.** You may also wish to consider the alternative venue of Kings Lynn, where many of the training sessions are also offered.
- It is our policy to provide written confirmation of each booking made, in advance of the event. This is done for each individual activity. ***If you have not received such confirmation within two weeks of the event, please contact Kim Ward or Karen Floyd to check that we have received and processed your booking form.***

Training opportunities for Newly Qualified Teachers

Our central training programme is mostly phase-related, but focuses on the more generic professional development needs of NQTs. These courses are intended to help support and contribute to individuals' induction programmes which are drawn up in negotiation with their Induction Tutors.

The Advisory Service, as well as other training providers, offers a range of courses which are not specific to NQTs, but which may be relevant to the professional development needs of individual NQTs and to their induction objectives. Details of these courses can be found in the INSET Opportunities folders and other documents in your school, and on our website. (www.norfolkesinet.org.uk)

Since the vast majority of NQTs take up their posts in September and January, the main schedule of courses runs across the Autumn and Spring terms, to reflect the needs of NQTs in the earlier stages of their Induction Period. However, additional courses are also offered in the Summer Term to reflect the interests of NQTs as they begin to consider the next stage of their career. For example, we offer a course to primary NQTs on 'Preparing to become a subject leader' and repeat a course to secondary NQTs on 'The Effective Form Tutor'.

Details of other professional development opportunities for NQTs, such as the Leading Maths Teachers schemes can be found in the LEA Induction Support Pack.

'Welcome to Induction' sessions

We are particularly keen to encourage Induction Tutors and NQTs to attend a welcome meeting/briefing session together early on in the Induction Period. This also provides an opportunity to meet colleagues from other schools who are involved in Induction. These 'Welcome to Induction' events are offered in a number of locations, to enable NQTs and Induction Tutors to create local networks and contacts. There is no charge for attending the sessions and refreshments are provided. Please use the normal booking form to request a place. *Please note that joint attendance by the NQT and Induction Tutor is expected at these sessions.*

Training opportunities for Induction Tutors and Induction Managers

We continue to offer courses to support key Induction staff. These aim to cater for colleagues who are new to Induction, as well as for those who already have experience in this area, but who wish to update their knowledge and skills, particularly in the light of this year's revised Induction documents and national Induction Standards.

Most of these courses are repeated each term to help meet the needs of those who take on the new roles during the course of the year, and also to reflect the fact that not all NQTs begin their Induction at the start of the Autumn Term. The first of these courses takes place in July 2003, although there are also briefing sessions arranged for the end of June and beginning of July on the various revisions and changes.

School-based support

Schools, or clusters of schools, may wish to consider arranging school-based support or training for their Induction Tutor(s) and/or NQTs. This can provide a cost-effective alternative where there are several NQTs and Induction Tutors in the same school, for example.

Further information and guidance on providing effective Induction for NQTs can be found in our NQT Induction Support Packs. These are sent to Headteachers, Induction Tutors and Newly Qualified Teachers once a school registers their NQT(s) with the Advisory Service.

Norfolk LEA's Esinet website (www.norfolkesinet.org.uk) provides another source of information, guidance and support for those involved in NQT Induction. The relevant pages are located in the Teacher Zone under the Professional Development section.

Contacts

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Welcome to Induction

<u>DATES</u>	<u>TIMES</u>	<u>REF.</u>	<u>VENUES</u>
22 September 2003	3.30 - 5.00	3DN012	Rosemary Musker High School, Thetford
23 September 2003	4.30 - 6.30	3DN013	Norwich Professional Development Centre
24 September 2003	9.30 - 11.30	3DN014	Norwich Professional Development Centre
24 September 2003	1.30 - 3.30	3DN015	Norwich Professional Development Centre
24 September 2003	4.30 - 6.30	3DN016	Norwich Professional Development Centre
25 September 2003	1.30 - 3.30	3DN017	West Norfolk Professional Development Centre
25 September 2003	4.30 - 6.30	3DN018	West Norfolk Professional Development Centre
26 September 2003	1.30 - 3.30	3DN019	St Nicholas Priory Middle School, Great Yarmouth
20 January 2004	1.30 - 3.30	3DN037	Norwich Professional Development Centre
10 May 2004	1.30 - 3.30	3DN050	Norwich Professional Development Centre

A course for: NQTs

Induction Tutors

COURSE OUTLINE AND OBJECTIVES :

This session provides an opportunity for NQTs and Induction Tutors to spend some time together near the start of the Induction Period. Joint attendance by NQTs and Induction Tutors is expected, as the session includes opportunities for discussion and planning in the context of individuals' schools and circumstances. To help individuals prepare for an effective Induction Period and make the most of the opportunities it offers, the session will cover a number of areas including:

- overview of roles, expectations and timescales
- Norfolk's arrangements for supporting NQT Induction
- making effective use of the Career Entry and Development Profile.

The latter part of the session will include refreshments and an informal opportunity to get to know colleagues.

Participants are asked to bring with them their Induction Support Packs and Career Entry and Development Profiles. There will be no charge for this session.

NO CHARGE - funded from Standards Fund Grant

COURSE MANAGER: Julia Stephens

FEE: £0.00

EDP: A

Briefing for Induction Managers

<u>DATES</u>	<u>TIMES</u>	<u>REF.</u>	<u>VENUES</u>
30 June 2003	4.30 - 6.30	3DN001	Norwich Professional Development Centre
02 July 2003	4.30 - 6.30	3DN002	West Norfolk Professional Development Centre
03 July 2003	4.30 - 6.30	3DN003	Norwich Professional Development Centre

A course for: NQTs

Induction Tutors/Managers

COURSE OUTLINE AND OBJECTIVES :

This session is for those responsible for managing or overseeing the Induction of Newly Qualified Teachers in schools. It will be used to update colleagues on changes to the Statutory Induction arrangements which will come into force in September 2003.

The briefing will include information and guidance on the:

- DfES circular
- new Induction Standards
- Career Entry and Development Profile
- accompanying support materials.

No charge will be made for attending this briefing.

NO CHARGE - funded from Standards Fund Grant

COURSE MANAGER: Julia Stephens

FEE: £0.00

EDP: A

New Induction Tutors

<u>DATES</u>	<u>TIMES</u>	<u>REF.</u>	<u>VENUES</u>
17 September 2003	9.30 - 3.30	3DN010	Norwich Professional Development Centre
18 September 2003	9.30 - 3.30	3DN011	West Norfolk Professional Development Centre

A course for: NQTs

New Induction Tutors

COURSE OUTLINE AND OBJECTIVES :

This one-day course is for those who are new to the role of Induction Tutor. The aim of the course is to help equip participants with the knowledge, skills and understanding needed to carry out their role successfully.

More specifically it will focus on:

- what the role of Induction tutor entails
- collecting evidence, setting targets and monitoring the progress of NQTs in relation to the Induction Standards
- undertaking lesson observation and giving feedback
- preparing assessment reports
- supporting NQTs who experience difficulties.

Participants are asked to bring with them any relevant documentation they already have relating to the Induction of Newly Qualified Teachers.

COURSE MANAGER: Julia Stephens

FEE: £115.00

EDP: A

New Induction Tutors (Primary and Secondary)

<u>DATES</u>	<u>TIMES</u>	<u>REF.</u>	<u>VENUES</u>
14 July 2003	9.30 - 3.30	3DN004	Norwich Professional Development Centre
12 January 2004	9.30 - 3.30	3DN032	Norwich Professional Development Centre
04 May 2004	9.30 - 3.30	3DN049	Norwich Professional Development Centre

A course for: NQTs

New Induction Tutors

COURSE OUTLINE AND OBJECTIVES :

This one-day course is for those who are new to the role of Induction Tutor. The aim of the course is to help equip participants with the knowledge, skills and understanding needed to carry out their role successfully.

More specifically it will focus on:

- what the role of Induction Tutor entails
- collecting evidence, setting targets and monitoring the progress of NQTs in relation to the Induction Standards
- undertaking lesson observation and giving feedback
- preparing assessment reports
- supporting NQTs who experience difficulties.

Participants are asked to bring with them any relevant documentation they already have relating to the Induction of Newly Qualified Teachers.

COURSE MANAGER: Julia Stephens

FEE: £115.00

EDP: A

Using the New Induction Standards

<u>DATES</u>	<u>TIMES</u>	<u>REF.</u>	<u>VENUES</u>
15 July 2003	9.30 - 12.00	3DN006	Norwich Professional Development Centre
16 July 2003	1.30 - 4.00	3DN007	West Norfolk Professional Development Centre
29 September 2003	1.30 - 4.00	3DN020	West Norfolk Professional Development Centre
02 October 2003	9.30 - 12.00	3DN023	Norwich Professional Development Centre
02 October 2003	1.30 - 4.00	3DN024	Norwich Professional Development Centre

A course for: NQTs

Induction Tutors

COURSE OUTLINE AND OBJECTIVES :

New Induction Standards for Newly Qualified Teachers will come into effect in September 2003.

This session will enable Induction Tutors to become familiar with these standards. It will consider how to use them effectively to build on the standards for Qualified Teacher Status, and to help set objectives and assess progress during the Induction Period.

Participants are asked to bring with them any relevant documentation they already have relating to the Induction of Newly Qualified Teachers.

COURSE MANAGER: Julia Stephens

FEE: £60.00

EDP: A

Key Stages 1 and 2 Moderation

<u>DATES</u>	<u>TIMES</u>	<u>REF.</u>	<u>VENUES</u>
22 March 2004	9.30 - 3.30	3DN047	Norwich Professional Development Centre
24 March 2004	9.30 - 3.30	3DN048	West Norfolk Professional Development Centre

A course for: NQTs

COURSE OUTLINE AND OBJECTIVES :

This whole-day course covers both Key Stage 1 and Key Stage 2, with the involvement of Sandy Francis and Janet Warburton, and will help newly qualified teachers to make accurate assessments of children's work in order to identify the 'next steps' for children's learning and to ensure judgements are consistent with national standards.

Participants will be notified at the beginning of the Spring Term in 2004 with details of what to bring to the course.

There will be a pre-course task to carry out with children.

Particular Links with Induction Standards b, d.

COURSE MANAGER: Sue Cosson

FEE: £115.00

EDP: A

Positive Behaviour Management (Primary)

<u>DATES</u>	<u>TIMES</u>	<u>REF.</u>	<u>VENUES</u>
15 September 2003	9.30 - 3.30	3DN008	Norwich Professional Development Centre
20 January 2004	9.30 - 3.30	3DN038	West Norfolk Professional Development Centre
21 January 2004	9.30 - 3.30	3DN039	Norwich Professional Development Centre

A course for: NQTs

COURSE OUTLINE AND OBJECTIVES :

This course will provide ideas to help create an environment in which children can learn and teachers can teach. It will enable Newly Qualified Teachers to develop a rigorous and consistent behaviour management plan.

Particular Links with Induction Standards b, f.

COURSE MANAGER: Elizabeth Shenstone

FEE: £115.00

EDP: A

Preparing to become a Subject Leader (Primary)

<u>DATES</u>	<u>TIMES</u>	<u>REF.</u>	<u>VENUES</u>
07 June 2004	9.30 - 3.30	3DN051	Norwich Professional Development Centre
08 June 2004	9.30 - 3.30	3DN052	West Norfolk Professional Development Centre

A course for: NQTs

COURSE OUTLINE AND OBJECTIVES :

This course will provide an introduction to the skills of subject leadership, particularly in the areas of monitoring and evaluating the quality of education provided in classrooms, data analysis and communications. The TTA's 'National Standards for Subject Leaders' will provide key reference points.

Participants are asked to bring with them their school's National Curriculum assessment results for the past three years (i.e. the percentage of pupils attaining L2 or L4 by the end of the Key Stage).

Particular Links with Induction Standards b.

COURSE MANAGER: Chris Hemmings

FEE: £115.00

EDP: A

Residential (Primary) - Assessing, Reporting and Recording/Developing Thinking Skills/Time Management.

<u>DATES</u>	<u>TIMES</u>	<u>REF.</u>	<u>VENUES</u>
11 February 2004	9.30 - 5.00	3DN042	Barnham Broom Hotel

A course for: NQTs

COURSE OUTLINE AND OBJECTIVES:

This two-day residential course will combine training in three areas with more informal opportunities for NQTs to exchange ideas and experiences as well as to socialise and relax at this mid-point in the Induction Period. The three areas covered by the training are:

Time Management.

This session will address some of the issues and pressures encountered by NQTs in the initial stages of their career. It will include aspects of lesson planning and preparation as well as specific strategies for helping to manage workloads.

Developing Children's Thinking Skills.

This session will review recent research into how the brain works and how people learn effectively. It will also draw on some of the exciting work from Norfolk's 'Thinking Schools, Thinking Children' project. It will include practical advice on how to make lessons more 'brain friendly', together with some strategies for how to encourage children to think more deeply about their work.

Assessing, Recording and Reporting.

This course will deal with some of the issues related to assessment, recording and reporting. It will include:

- reference to statutory assessment requirements
- key elements of good formative assessment in order to help children learn
- manageable strategies for recording children's progress
- guidance on reporting to parents.

The programme also includes a twilight session on 'Stress Management and Relaxation Techniques' on the first day of the course.

Particular Links with Induction Standards b, c, d.

COURSE MANAGER: Julia Stephens/John Harris/Sue Cosson FEE: £295.00 EDP: A

Teaching Physical Education in the Primary Phase (including Health and Safety)

<u>DATES</u>	<u>TIMES</u>	<u>REF.</u>	<u>VENUES</u>
12 November 2003	9.30 - 3.30	3DN028	Turner Road Centre, Norwich

A course for: NQTs

COURSE OUTLINE AND OBJECTIVES:

This course is designed to complement and extend the work done in ITT on Physical Education. The course will be highly practical in terms of how to teach the various areas of activity across the key stages. The course will consider examples of good practice and challenge traditional approaches to facilitate the learning experience.

Particular Links with Induction Standards b, f.

COURSE MANAGER: Martin Radmore FEE: £115.00 EDP: A

Teaching Primary Science

<u>DATES</u>	<u>TIMES</u>	<u>REF.</u>	<u>VENUES</u>
20 November 2003	9.30 - 3.30	3DN031	Norwich Professional Development Centre

A course for: NQTs

COURSE OUTLINE AND OBJECTIVES :

This one-day course will:

- explore issues around the delivery of SC2, 3 and 4 with particular reference to progression and the QCA schemes of work
- examine issues regarding the effective delivery of Scientific enquiry, taking account of pupils' misconceptions and classroom/resource management.

Particular Links with Induction Standards b, f.

COURSE MANAGER: Steve Cumberworth

FEE: £115.00

EDP: A

Understanding Special Educational Needs (Primary)

<u>DATES</u>	<u>TIMES</u>	<u>REF.</u>	<u>VENUES</u>
30 September 2003	9.30 - 3.30	3DN021	Norwich Professional Development Centre
08 March 2004	9.39 - 3.30	3DN045	Norwich Professional Development Centre

A course for: NQTs

COURSE OUTLINE AND OBJECTIVES :

This course will look at the range of Special Educational Needs which participants are likely to encounter. It will explore the integration of Individual Education Plans within short-term planning and look at ways of using in-class support to best advantage.

Particular Links with Induction Standards b, c.

COURSE MANAGER: Elizabeth Shenstone

FEE: £115.00

EDP: A

Using the New Induction Standards

<u>DATES</u>	<u>TIMES</u>	<u>REF.</u>	<u>VENUES</u>
15 July 2003	9.30 - 12.00	3DN006	Norwich Professional Development Centre
16 July 2003	1.30 - 4.00	3DN007	West Norfolk Professional Development Centre
29 September 2003	1.30 - 4.00	3DN020	West Norfolk Professional Development Centre
02 October 2003	9.30 - 12.00	3DN023	Norwich Professional Development Centre
02 October 2003	1.30 - 4.00	3DN024	Norwich Professional Development Centre

A course for: NQTs

Induction Tutors

COURSE OUTLINE AND OBJECTIVES:

New Induction Standards for Newly Qualified Teachers will come into effect in September 2003.

This session will enable Induction Tutors to become familiar with these standards. It will consider how to use them effectively to build on the standards for Qualified Teacher Status, and to help set objectives and assess progress during the Induction Period.

Participants are asked to bring with them any relevant documentation they already have relating to the Induction of Newly Qualified Teachers.

COURSE MANAGER: Julia Stephens

FEE: £60.00

EDP: A

Working in the Foundation Stage

<u>DATES</u>	<u>TIMES</u>	<u>REF.</u>	<u>VENUES</u>
11 November 2003	9.30 - 3.30	3DN026	Norwich Professional Development Centre
12 November 2003	9.30 - 3.30	3DN027	West Norfolk Professional Development Centre

A course for: NQTs

COURSE OUTLINE AND OBJECTIVES:

This course is principally for new teachers who are currently working with children within the Foundation Stage. It will focus on curriculum planning for single and mixed age groups and related organisational issues and assessment. There will be an opportunity to share planning in paired activities with other colleagues.

Participants are asked to bring with them examples of their planning.

By the end of the course participants will have a wider understanding of planning and assessment for children in the Foundation Stage.

Particular Links with Induction Standards b, c, e,

COURSE MANAGER: Fiona Musters/Alison Hughes

FEE: £115.00

EDP: A

Working with Parents (Primary)

<u>DATES</u>	<u>TIMES</u>	<u>REF.</u>	<u>VENUES</u>
23 February 2004	9.30 - 12.30	3DN043	Norwich Professional Development Centre
24 February 2004	9.30 - 12.30	3DN044	West Norfolk Professional Development Centre

A course for: NQTs

COURSE OUTLINE AND OBJECTIVES :

Parents are their children's first educators. They know a great deal about their children's learning. It is, therefore, very important that, as teachers, we work closely with parents to support their children's learning.

This course will focus on:

- developing an effective working partnership with parents
- communicating with parents
- ways of working with parents to support their children's learning.

Particular Links with Induction Standards b, d.

COURSE MANAGER: Maggie Broad

FEE: £60.00

EDP: A

Key Stage 3 Strategy - Foundation Subjects (FS)

<u>DATES</u>	<u>TIMES</u>	<u>REF.</u>	<u>VENUES</u>
22 January 2004	9.30 - 3.30	3DN040	Norwich Professional Development Centre

A course for: NQTs

COURSE OUTLINE AND OBJECTIVES :

This course provides an opportunity to explore a range of strategies from the Key Stage 3 (Foundation Subjects) strand. An emphasis will be on teaching and learning across all curriculum areas, and it is an interactive, practical day as a result of which participants will be able to use strategies within the classroom immediately. It is intended to use a number of the modules, which will include starters, plenaries, challenge, assessment for learning and thinking together. Participants will have an opportunity to make some choices for modules prior to the day, and the course leaders are looking forward to the active participation of all who attend this course.

Aims:

- to enhance the range of opportunities for participants to develop an interactive approach to the Key Stage 3 Strategy.

Objectives:

- to develop an understanding of the range of starters and plenaries available to introduce lessons
- to explore how teachers can make challenging tasks achievable and introduce teachers to the principles for teaching thinking
- to plan a series of actions designed to promote developments in assessment for learning.

Participants are asked to bring with them a list of their priorities.

Particular Links with Induction Standards b.

COURSE MANAGER: Robert Lodge/Anne Roe

FEE: £115.00

EDP: A

Positive Behaviour Management (Secondary)

<u>DATES</u>	<u>TIMES</u>	<u>REF.</u>	<u>VENUES</u>
16 September 2003	9.30 - 3.30	3DN009	Norwich Professional Development Centre
16 January 2004	9.30 - 3.30	3DN036	Norwich Professional Development Centre

A course for: NQTs

COURSE OUTLINE AND OBJECTIVES :

This course will address behaviour management from a positive perspective in order to enhance and build pupils' self-esteem and support a positive classroom atmosphere.

Particular Links with Induction Standards b, f.

COURSE MANAGER: Alan Jones

FEE: £115.00

EDP: A

Residential (Secondary) - Assessing, Reporting and Recording/Boys' Achievement/Time Management.

<u>DATES</u>	<u>TIMES</u>	<u>REF.</u>	<u>VENUES</u>
09 February 2004	9.30 - 5.00	3DN041	Barnham Broom Hotel

A course for: NQTs

COURSE OUTLINE AND OBJECTIVES:

This two-day residential course will combine training in three areas with more informal opportunities for NQTs to exchange ideas and experiences as well as to socialise and relax at this mid-point in the Induction Period.

Monday, 9th February 2004 - Two half-day sessions covering Boys' Achievement and Time Management.

The session on Boys' Achievement will examine the nature and scope of schools' responses to the issue of boys' underachievement and the implications for classroom practice. Delegates can expect to develop an understanding of the complexity of the issues, know what some schools have done, and acquire strategies which will enable them to tackle the issue in their own classroom. The session on Time Management will address some of the issues and pressures encountered by NQTs in the initial stages of their career. It will include aspects of lesson planning and preparation as well as specific strategies for helping to manage workloads.

Tuesday, 10th February 2004 - Assessing, Recording and Reporting.

This session will include:

- reference to statutory assessment requirements
- key elements of good formative assessment in order to help children learn (including feedback)
- manageable strategies for recording children's progress
- guidance on reporting to parents
- using assessment data to improve teaching and learning.

Particular Links with Induction Standards b, c, d.

The programme also includes a twilight session on 'Stress Management and Relaxation Techniques' on the first day of the course.

COURSE MANAGER: Julia Stephens/Tony Payne/Alan Jones

FEE: £295.00

EDP: A

Surviving Your First Year as a Science Teacher (Secondary)

<u>DATES</u>	<u>TIMES</u>	<u>REF.</u>	<u>VENUES</u>
18 November 2003	9.30 - 3.30	3DN029	Norwich Professional Development Centre

A course for: NQTs

COURSE OUTLINE AND OBJECTIVES:

This one-day course will:

- provide delegates with the opportunity for networking with other NQTs
- raise further awareness of strategies to assist in assessment, lesson planning, behaviour and classroom management
- explore future opportunities for career development.

Particular Links with Induction Standards b, f.

COURSE MANAGER: Steven Cumberworth

FEE: £115.00

EDP: A

Teaching Physical Education in the Secondary Phase

<u>DATES</u>	<u>TIMES</u>	<u>REF.</u>	<u>VENUES</u>
19 November 2003	9.30 - 3.30	3DN030	Turner Road Centre, Norwich

A course for: NQTs

COURSE OUTLINE AND OBJECTIVES :

This course will look at issues around teaching Physical Education in Norfolk Secondary Schools. It will cover the various support networks, initiatives and school improvement programmes. It will cover teaching strategies, learning styles, assessment and inclusion. Risk assessment and general safety guidance will be covered.

Particular Links with Induction Standards b, f.

COURSE MANAGER: Martin Radmore

FEE: £115.00

EDP: A

The Effective Form Tutor (Secondary)

<u>DATES</u>	<u>TIMES</u>	<u>REF.</u>	<u>VENUES</u>
07 October 2003	9.30 - 3.30	3DN025	Norwich Professional Development Centre
09 June 2004	9.30 - 3.30	3DN053	Norwich Professional Development Centre

A course for: NQTs

COURSE OUTLINE AND OBJECTIVES :

The course objectives are to:

- develop effective tutoring skills
- share differing styles of tutoring activities
- raise awareness of the changes in tutoring that lie ahead.

The course will focus on:

- what makes a good form tutor
- the form tutor in the 21st century
- innovative approaches to tutoring - the value auction
- the use of circle time in the secondary school tutoring programme.

Particular Links with Induction Standards b, e.

COURSE MANAGER: Mike Hodkinson/Dave Bullard

FEE: £115.00

EDP: A

Understanding Special Educational Needs (Secondary)

<u>DATES</u>	<u>TIMES</u>	<u>REF.</u>	<u>VENUES</u>
01 October 2003	9.30 - 3.30	3DN022	Norwich Professional Development Centre
11 March 2004	9.30 - 3.30	3DN046	Norwich Professional Development Centre

A course for: NQTs

COURSE OUTLINE AND OBJECTIVES :

This course will look at the range of Special Educational Needs which participants are likely to encounter. It will explore the integration of Individual Education Plans within short-term planning and look at ways of using in-class support to best advantage.

Particular Links with Induction Standards b, c.

COURSE MANAGER: Alan Jones

FEE: £115.00

EDP: A

Using the New Induction Standards

<u>DATES</u>	<u>TIMES</u>	<u>REF.</u>	<u>VENUES</u>
15 July 2003	9.30 - 12.00	3DN006	Norwich Professional Development Centre
16 July 2003	1.30 - 4.00	3DN007	West Norfolk Professional Development Centre
29 September 2003	1.30 - 4.00	3DN020	West Norfolk Professional Development Centre
02 October 2003	9.30 - 12.00	3DN023	Norwich Professional Development Centre
02 October 2003	1.30 - 4.00	3DN024	Norwich Professional Development Centre

A course for: NQTs

Induction Tutors

COURSE OUTLINE AND OBJECTIVES:

New Induction Standards for Newly Qualified Teachers will come into effect in September 2003.

This session will enable Induction Tutors to become familiar with these standards. It will consider how to use them effectively to build on the standards for Qualified Teacher Status, and to help set objectives and assess progress during the Induction Period.

Participants are asked to bring with them any relevant documentation they already have relating to the Induction of Newly Qualified Teachers.

COURSE MANAGER: Julia Stephens

FEE: £60.00

EDP: A