## Placement Induction Evaluation

The purpose of this form is to help you to reflect upon the **early stages** of each placement and to help you, your subject mentor and your tutor to plan for your school based training. Please complete this form between 5 and 10 days into your placement. Keep this in your RoAD, and email a copy to your tutor as advised.

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| **Trainee:** | **Subject:** |
|  | **P1** | **P2** | **P3** |
| **School** |  |  |  |
| **Subject Mentor** |  |  |  |
| Three positive features of your induction:  |  |  |  |
| Any concerns: |  |  |  |
| *Three* ***distinctive*** contextual features of this placement – *eg. social class, SEN, attainment, size and type of school.*  |  |  |  |

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| **Please indicate** which of the following have been addressed, whether by subject mentors, professional mentors or class teachers as part of your induction. **D=Done; P=Partially Covered; N=Not Yet Covered**  |
|  | **P1** | **P2** | **P3** |
| 1. Welcome and introduction to school (e.g. tour, staff roles)
 | D P N | D P N | D P N |
| 1. Discussed school policy and practice in key areas including (for example) rewards and sanctions/ behaviour management
 | D P N | D P N | D P N |
| 1. Discussed school policy and practice in safeguarding including bullying / online
 | D P N | D P N | D P N |
| 1. Time fixed for a one-hour weekly meeting with your subject mentor
 | D P N | D P N | D P N |
| 1. Provided a timetable of teaching and teaching-related activities, including small group work.
 | D P N | D P N | D P N |
| 1. Provided class lists / photos to enable you to learn pupils’/students’ names (take care with such data)
 | D P N | D P N | D P N |
| 1. Provided textbooks and/or other learning resources for classes that you will be teaching
 | D P N | D P N | D P N |
| 1. Introduction to departmental/school assessment policies and mark schemes
 | D P N | D P N | D P N |
| 1. Planned observation of the classes you will be working with
 | D P N | D P N | D P N |
| 1. Provided pupil data on progress, and identifying particular learning needs, e.g. specific learning difficulties, EAL, talented and gifted.
 | D P N | D P N | D P N |
| 1. Planned for access to reprographics, IT facilities and other services
 | D P N | D P N | D P N |
| 1. Introduction to health and safety matters as appropriate to your specialist subject
 | D P N | D P N | D P N |