

## Full-Time Teacher Education Placements at the Bedford College Group



### Information for Mentors and Mentees

The course is a one year full-time in teaching in Lifelong Learning Education. The course is a 'practice' based course and therefore a trainee teacher will be in a voluntary placement for at least 150hrs per academic year.

The placement would need to be for 150hrs (e.g. 2 days a week). The trainee teacher would initially start off as a teaching assistant, supporting a more experienced member of staff (The Mentor). As the trainee gets more confident throughout the academic year they should be given chunks of lessons to teach (e.g. 30mins, 1hr etc) and begin to assume more responsibility as the year progresses. As a mentor you will support this transition. There is a requirement for the main lecturer (Mentor) to be present within the classroom at all times and volunteer teachers cannot be solely timetabled to a session. This would change if a mentee accepts Associate Lecturer (AL) hours and is therefore paid for their work.

There is a requirement for the trainee to complete a further 100hrs of supervised activity including: shadowing, peer observations, CPD, Open Days, Parents Evenings etc.

There is a requirement from the Mentor to perform observations and you should check with the Course Manager how this works. A trainee will be assessed on a minimum of 10 x 1hr observations in total during the year.

We would encourage trainees to make the most of the placement and offer to gain experience in assessment, interviews, department meetings and CPD etc. This will enable them to learn more about FE and the teaching role. In this way a trainee will be an increasingly skilled and useful staff member in your department, and ultimately more employable.

Thanks  
Teacher Education Team