**Weekly Review and Reflection**

(To be completed by student during weekly meeting with mentor)

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| **Week of placement** |  | **Date** |  | **PROMPTS****Most Weeks*** Review gaps in subject knowledge
* Review lesson planning requirements (from Week 3)
* Review classroom & behaviour management
* Review use of assessment
* Check that student entitlement has been met
* Check PD time is timetabled for following week with a clear focus

**Fortnightly*** Review SBT file
* Review Grading Criteria
* Review gradual increase in timetable
* Review assignment related activities
* Discuss engagement with EAL/Phonics/Mathematics/behaviour tasks
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| **What lessons have you observed this week?** |  | **Which lesson(s) have you been observed teaching?** |  |
| **Topics to be discussed/focus of this meeting** |  |
| **Reflect on your progress against the previous week’s targets** |
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| **What impact did your teaching have on pupils’ progress/learning?** |
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| **Engagement with Professional Conduct/Responsibilities***S8a Positive contribution to wider life and ethos of school, e.g. attend staff meetings, clubs.* *S8e Meet and greet parents and communicate with them when necessary.* |
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| **What have you learned from your professional development time (and other CPD)? How will this inform your practice?** |
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| **Next steps? - including actions, timings, reference to targets and standards**  |
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| **Signed by Class/ Professional Mentor** |  |
| **Signed by Student** |  |