

IPP2260 ASSESSMENT REQUIREMENTS – Semester 2, 2024

IPP2260 is assessed as a Pass/Fail.

University Supervisors (US) are responsible for monitoring the progress of Pre-service Teachers (PsT), determining the final grade for the professional experience, and completing the *Final Evaluation Form*.

Mentor Teachers (MT) have a pivotal role in supporting and guiding their PsT and retain responsibility for providing consistent feedback to the PsT and US throughout the professional experience.

University Supervisors and Mentors, together with School Practice Coordinators will collaborate to ensure that input from all stakeholders is valued and considered in the decision-making process.

Pre-service Teachers will be evaluated against the Australian Professional Standards for Teachers according to the Australian Institute of Teaching and School Leadership (AITSL) in the areas of Professional Knowledge, Professional Practice and Professional Engagement.

ROLES IN THE ASSESSMENT PROCESS	
University Supervisors (US)	<ul style="list-style-type: none"> Review documentation. Observe classroom practice. Monitor progress throughout. Provide written and verbal feedback to the PsT. Liaise with MT and School Practice Coordinators. Complete and submit an Interim Report. Remind the PsT to access and acknowledge their form on SONIA. Determine the final grade for the professional experience and consult with the MT. Review Final Evaluation Form from MT, finalise and submit the Final Evaluation Form and Overall Results Form. Remind the PsT to access and acknowledge their forms on SONIA.
Mentor Teachers (MT)	<ul style="list-style-type: none"> Mentor PsT. Provide support and guidance. Provide regular written and verbal feedback. Complete a Mentor Teacher Checklist for the US before the Interim and Final Evaluations. Meet regularly with PsT to discuss assessment criteria. Guide PsT in setting goals. Complete Interim Report and Final Evaluation Form; to then be reviewed and finalised by the US on the due date. <p><i>Note: Mentor Teachers will be provided with a link to the online evaluation forms required at the start of the professional experience.</i></p>

ASSESSMENT TIMELINE

Week 2	Classroom Visit 1	US observes an individual lesson, completes a learning experience feedback form, reviews all documentation, liaises with MT, and collects MT checklist.
	Interim Report due Fri 8 th Nov 2024	MT completes the Interim Report in the middle of week 2. US will review MT Interim Report and finalise and submit on the due date. US to remind PsT to access and acknowledge the form on SONIA.
Week 4	Classroom Visit 2	US observes a lesson, completes a learning experience feedback form, reviews all documentation, liaises with MT, and views MT checklist.
	Final Evaluation Form Overall results Form Fri 22 nd Nov 2024	MT completes a Final Evaluation Form in week 3. US will review MT Final Evaluation Form and finalise and submit on the due date. US to remind PsT to access and acknowledge the form on SONIA. Forms will be released to students on SONIA at 4pm on Wed 27th Nov.

In this Professional Experience Pre-service Teachers are assessed according to whether they have met the requirements of the Professional Practice. They are not given a grade, allowing Pre-service Teachers the opportunity to learn from their experience and to try different strategies without the concern that they may jeopardise their grade.

To meet the requirements of the Professional Experience by the conclusion of the four-week block, Pre-service Teachers are expected to:

- Meet the work and attendance requirements as specified for the Block Professional Experience and
- Achieve a 'met requirements' level of performance in each of the eight areas of competence on the Final Evaluation Form. To achieve the overall level of 'met requirements' for a standard, 60% or more of the competencies must be graded as 'satisfactory' or 'very well developed'. A Pre-service Teacher can achieve a satisfactory level of performance while still needing to improve in some dot points.

A Pre-service Teacher who does not meet the overall requirements of the Professional Experience will be awarded a Fail grade.

Exceptional Circumstances

Pre-service Teachers can be withdrawn from the school/centre and the Professional Experience terminated at the request of the host school Principal after consultation with the University Supervisor and the Professional Experience Unit Coordinator. Pre-service Teachers who are terminated from their school placement will receive a Fail grade for the professional experience. IPP2260 is a designated unit, and a Fail grade can result in exclusion from the course by the Progression Panel in accordance with University Rule 26(6).