

## PPA4311 TEACHING REQUIREMENTS – SEMESTER 1, 2025

The allocation of teaching time for Assistant Teachers (AT) in their final teaching practice is carefully devised to allow a gradual increase in the responsibility for the teaching program. This is to ensure that there are adequate opportunities for Assistant Teachers to observe Mentor Teachers (MT) modelling best teaching practice. Where appropriate, variations from this schedule may be negotiated with the Assistant Teacher and the University Supervisor (US). When Assistant Teachers are not engaged in teaching lessons, they should support the work in the classroom under the direction of the Mentor Teachers. All learning experiences taught in Weeks 1 – 4 will be supported by the mentor’s planning documents and the 8 week learning area program prepared by the Assistant Teacher. Learning experience/Lesson Plans should include a high level of detail.

<b>STRUCTURE of the ATP and RECOMMENDED TEACHING SCHEDULE</b>		
Prior to the commencement of the ATP	5 Planning days Attendance to be negotiated with Mentor Teachers (logbook)	<ul style="list-style-type: none"> <li>• ATs interact with students, collaborate with MTs and collate information for planning</li> <li>• Plan for first weeks of the ATP</li> <li>• Become familiar with school policies and resources</li> <li>• Observe MT</li> </ul>
Commencement of the ATP Week 1	Take responsibility for 40% of a fulltime Teacher’s load	<ul style="list-style-type: none"> <li>• Participate in class activities supporting the MT, the teaching program and student learning</li> <li>• Teach from Forward Planning Documents/LP</li> <li>• Make arrangements for observation in Minor teaching area where possible</li> </ul>
Weeks 2-4	Take responsibility for 40% of a fulltime Teacher’s load Participate in 1 lesson per day in Major learning area & 1 lesson per day in Minor learning area	<ul style="list-style-type: none"> <li>• Observe MTs</li> <li>• Participate in class activities supporting the MT, the teaching program and student learning</li> <li>• Teach from Forward Planning Documents</li> <li>• Visit other areas of the school where appropriate</li> </ul>
Weeks 5-8	Take responsibility for 60% of a fulltime Teacher’s load in Major teaching area and 20% in Minor teaching area (or equivalent) Participate in 1 lesson per day in either Major or Minor learning area	<ul style="list-style-type: none"> <li>• Observe MTs</li> <li>• Participate in class activities supporting the MT, the teaching program and student learning</li> <li>• Teach from Forward Planning Documents</li> <li>• Teach in Minor teaching area (where possible)</li> </ul>
<b>By Negotiation</b>	Students can select a 60% load from week 1-8 (12 periods a week) 20% load is considered 4-5 periods a week	
DOTT/Duties	Assistant Teachers should have the same DOTT allocation as their Mentor Teachers. They are expected to participate in all school activities as members of the school team, including playground duties and staff meetings. Extracurricular participation is by negotiation with mentor and AT.	