

PPA1260 – ASSESSMENT REQUIREMENTS – SEMESTER 2, 2019

University Supervisors, in close collaboration with Mentor Teachers are responsible for monitoring the progress of Pre-service Teachers, determining the final grade for the practicum and completing the *Final Evaluation Form*.

Mentor Teachers (MT) have a pivotal role in supporting and guiding their Pre-service Teachers and retain responsibility for providing consistent verbal and written feedback to the Pre-service Teachers throughout the practicum.

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

Pre-service Teachers (PsT) will be evaluated against the National Professional Standards for Teachers in the areas of Professional Knowledge, Professional Practice and Professional Engagement.

This practicum is assessed on a PASS/FAIL basis.

ROLES IN THE ASSESSMENT PROCESS	
University Supervisors	<ul style="list-style-type: none"> Review documentation Observe classroom practice Monitor progress throughout Provide written and verbal feedback to PsTs Liaise with MTs and SPCs Determine the outcome for the practicum after consultation with the MT Review Draft Evaluation from MT, complete and submit the Final Evaluation Form on SONIA and remind the PsT to access form on SONIA.
Mentor Teachers	<ul style="list-style-type: none"> Model best practice and guide PsTs in achieving their potential in all criteria for assessment Guide PsTs in setting realistic and achievable goals to meet criteria for assessment Support PsTs in their practicum experience to ensure their health and well-being Provide regular written and verbal feedback Complete a Draft Final Evaluation Forms for feedback on SONIA Collaborate with USs to determine the final outcome of the practicum.
ASSESSMENT TIMELINE	
One individual classroom visit per Pre-service Teacher	US observes an individual lesson, completes a learning experience feedback form, reviews all documentation, liaises with MT
Final Evaluation Form Friday 1 November	<ul style="list-style-type: none"> MT completes a Draft Final Evaluation Form. US reviews MT's comments/evaluation, completes Final Evaluation Form and submits on SONIA on due date. US reminds PsT to access the form on SONIA