

Part-time trainees

Part-time trainees follow all the core training programme in the first year of their training. The advantage of this arrangement is that ALL the ITE curriculum in core training can be covered in the first year of the course (which avoids decisions about which parts of the core training programme can be left until Year 2). Less time in-school means that trainees' school-based training follows a fortnightly cycle, in place of the weekly cycle for the full-time trainees. Therefore, whilst the core training element of the SCITT ITE curriculum can all be covered in year 1, the school-based elements of the curriculum are spread over two years. Non-salaried part-time trainees do core training in year 1 and their PGCE in year 2.

	Year 1	Year 2
Core training	All ITE curriculum: Blocks 1 – 30	PGCE (for non-salaried trainees) or Action Research (for salaried trainees).
School-based Training	ITE curriculum: Blocks 1 – 14, one block per fortnight.	ITE curriculum: blocks 15 – 30
Weekly reflection	Complete all for blocks 1 – 14, and Core training (and reading?) only for blocks 15 – 30. <i>We recommend all year 1 part-timers complete the core training part of the weekly reflection as they go and then come back to the rest of the weekly reflection in year 2 for blocks 15 – 30.</i>	Complete the full reflection for blocks 15 – 30 in-school-based training. <i>[Trainees use their record of core training (blocks 15 – 30), and the accompanying resources in OneNote to inform their school-based training in year 2.]</i>

A fortnightly training cycle

Part-time trainees have the same cycle of school-based training and reflection but spread over two weeks. Teaching load is similar to full timers' weekly milestones but, again, spread over two weeks: see trainee teaching milestones below. In other words, the 'weekly curriculum plan' becomes the fortnightly curriculum plan, and the 'weekly reflection' becomes the fortnightly reflection.

Part-time trainees' subject action steps

As all subject training is completed in year 1, part-time year 1 trainees need to work through the subject action steps action steps per fortnight, working chronologically. Half will be completed in year 1 and the others in year 2.

Part-time trainees should be set a subject action step each fortnight by their mentor using the subject training table.

Time in-school for part-time trainees

Part-time training	Placement 1	Placement 2
Non-salaried trainees	1.5 days in-school + Friday core training throughout year 1	2.5 days in-school + PGCE throughout year 2 some time each week might be spent on PGCE either on or off the school site
Salaried trainees (Provisional)	1.5 days at their salaried school throughout both years of the training course.	1 day per week throughout Autumn and Spring term in Y2 in a contrasting school, whilst continuing with the 1.5 days at the home school.

1.5 or 2.5 days represent 0.3 or 0.5 of a full-time teacher's teaching load

The ways in which these days in-school are flexible, to be negotiated with the trainee and the professional tutor. Such decisions should be based on the amount lessons for which a trainee is available to train; '1.5 days' would mean that a part-time trainee must be in-school, and available to teach or observe as required, for 30% of the total number of lessons taught by a full-time teacher in a fortnightly timetable rotation. (See milestones for part-timers below). In some cases, particularly to fit in with timetable requirements, it might make sense to have different 'school days' in the fortnightly rotation; for example, trainees in year 2 might attend school for two days in week A, and three in week B, etc. This should be negotiated with the professional tutor at each placement school, taking into account trainee needs and timetable constraints. Part-time trainees will negotiate this with professional tutors at their placement schools; such discussions will balance the flexible nature of the part time course, other responsibilities of the trainee, and the constraints of the school timetable.

Reports

The reporting schedule from schools follows the same timescale with report 1 due after 9 fortnightly training cycles; report 2 after 21 cycles; and report 3 after 30 cycles. Report 2 is problematic because fortnights 10 – 14 will be in the first placement, and fortnights 18 – 32 in the second placement. Part-time year 1 trainees will therefore have a report 2a for blocks 10 – 14 and then report 2b for blocks [18-21]. These will be combined to create report 2 ensuring each placement school contributes to the report in relation to this division, as appropriate. [see below for assessment dates at a glance]

Assessment dates at a glance

Assessment	Part-time trainees	
	Year 1	Year 2
Evidence Bundle 1	7 th March 2024	n/a
Trainees link report 1 evidence [blocks 1–9]	6 th March 2024	
Report 1 [blocks 1–9]	19 th March 2024	
Trainees link report 2a evidence [blocks 10 –14]	18 th June 2024	
Report 2a [blocks 10-14]	2 nd July 2024	
Trainees link report 2 Evidence [blocks 10–18]	n/a	30 th Nov 2023
Evidence Bundle 2		30 th Nov 2023 [old blocks 19-22]
Report 2 [blocks 10–18]		18 th Dec 2023 [old blocks 19-22]
Trainee link report 3 evidence		11 th June 2024 [old blocks 23-33]
Report 3		2 nd July 2024 [old blocks 23-33]

Recommended teaching milestones

Part-time trainees

by the end of term 2: teach 4 – 6 hours in a two-week cycle (inc evidence bundle 1)

by the end of term 3: teach 6 – 7 hours in a two-week cycle

by the end of term 4 in year 2: teach 7 – 10 hours in a two-week cycle (+ evidence bundle 2 by the 10th of May in year 2: teach 10 – 12 hours

by the beginning of July in year 2: teach 12 – 16 hours in a two-week cycle

For salaried trainees this is inclusive of any unsupervised timetabled teaching: no more than 40% (full-time) or 20% part-time) of your school teaching allocation.