

## ECT/ECF Bulletin w/b 13.6.22

### Module 5: Fulfilling Professional Responsibilities Teacher Standard 8: Fulfil Wider Professional Responsibilities Week 2: Workload and well-being

#### ECT Self Study Actions (to be completed prior to your mentor meeting)

There is no self-study for ECTs to do this week and throughout this module there are several weeks when ECTs have no self-study or background reading to do in preparation for mentor meetings.

If you have not yet completed or finished the module 5 audit please take time to do this before your next mentor meeting.

#### Mentor Meeting Key Actions

This week the focus with your ECT is on how to prioritise workload and how to know when 'good is good enough'. I would recommend reading the mentor materials with your ECT in the meeting as there is no pre-reading for the ECT in their platform.

This week provides a timely reminder of using resources like a Trust Drive or on-line storage areas for shared resources within your schools to make workload more manageable.

In the mentor meeting it is expected you will discuss with your ECT:

- successful strategies they (and you) have used to manage workload and well-being
- challenges they have faced in managing workload and well-being
- the strategies you have used to address the challenges your ECT has highlighted. This may include looking at the ECT's planner, diary/calendar to help support with organisation and workload.

#### Mentor Self Directed Study

Please see last week's bulletin to remind you about the self-directed study for this half term, and which will be referenced in facilitation meetings taking place this week. There are also an additional couple of articles on mentoring, including one on the power of the ONSIDE model of mentoring, in this week's mentor materials. In all your interactions with your ECT you are reminded to keep in mind the principles of ONSIDE mentoring.

**The usual key take-away message:** if mentors use comments in feedback to ECTs that are grounded in the framework, it becomes easier for the ECT to acknowledge the mentor is coming from a place of scholarship, not simply professional opinion.

#### Additional Information

##### Mentor OLC Facilitation session

The final one of the year will take place this week, on line, and in it you will be looking at the power of professional development, challenge and feedback and how reflection supports improvement. If you are unable to attend the session please follow the appropriate etiquette and send your facilitator an email to explain your absence. You will then be expected to watch the online recording when it is posted at the end of the week. Links to meetings should now have been sent by facilitators.

##### End of Module 4 Completion Form – ECTs and Mentors

We still have a significant number of colleagues who have not yet completed this so please do so – the deadline is Monday June 13<sup>th</sup>. We do read the feedback carefully at LTSH and always aim to act on what you are telling us. The forms will be found in week 6 of module 4 in your specific Gateway area.

##### ECT Face-to-face facilitation meetings

If any ECTs were unable to attend their meeting last week it is essential that you watch the recording that will now be on the UCL platform in the Training Sessions Recording tab.

##### ECT end of year Statutory Induction Assessments for your Appropriate Body

These will be taking place at the start of July and so I encourage you to be collating the evidence you have gathered to date for this process. It is not essential, however, to have a complete folder at this stage but if you do have enough evidence to demonstrate you have met a particular Teacher Standard there is no need to collate further evidence in the future. **Please note that because you are in the induction process for two years you will not be subject to the appraisal processes within your school for a further 12 months.**