

# **STUDENT TEACHERS**

## **POLICY**

### **Rationale:**

- The supervision and development of student teachers is central to the roles and responsibilities of experienced and talented teachers, as well as being pivotal to the growth succession of the teaching profession.

### **Aims:**

- To provide high quality development opportunities for student teachers.

### **Implementation:**

- The Principal will be responsible for the coordination and supervision of the student teaching program.
- The Principal will also be the point of contact between our school and the various tertiary institutions from which the students originate.
- The Principal will welcome student teachers to our school, and will provide them with an appropriate familiarisation induction which will include the physical layout of the school, dress codes, time of attendance, duty of care, attendance at meetings, absence procedures, emergency drills and key contacts.
- The Principal will seek expressions of interest from staff offering to develop student teachers, and, after consulting with the principal will appoint student teachers to staff members according to the experiences sought by the student and the skills and abilities of the potential supervising staff.
- The Principal will ensure that teachers are made aware of the work that student's need and will support them in their endeavours.
- Teachers will provide constant accurate feedback, clear advice and guidance.
- Student teachers will have the same access rights to staff amenities as afforded regular staff members.
- The Principal will observe each student teacher whilst they are engaged with student instruction and provide feedback and advice.
- Any ongoing or significant performance or behaviour issues concerning a student teacher will be brought to the attention of the principal, and communicated to the tertiary institution via the Principal.
- Student teachers are to be under the supervision of a teacher or principal class member at all times.
- Student teachers are not to be in sole charge of classes, they are not to be used to replace absent teachers, and are not to be used to free teachers to perform other duties around the school. The supervising teacher will remain responsible at all times.

### **Evaluation:**

This policy will be reviewed as part of the school's three-year review cycle.

This policy was last ratified by School Council in....

**March 2015**