



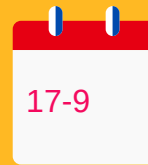
General

- The first day of the internship is 17 September.
- The student will be at the school every Tuesday and Wednesday. Some students prefer to have the week before a test week as a study week. If this is the case, the student will make arrangements to work the missed internship day at another time.
- The last internship day is 14 January.
- The student can catch up on any missed internship days on the 21rd and/or 28th January.
- The student prepares, on average, one lesson per week using the Lesson Preparation Form. Agree with the student when they should submit their completed form to you and when you will provide feedback. The student can manage a number of activities on one day. Allow the student time after the school day has finished to start preparing for the various activities they will be running.
- Talk to the student regularly about their learning objectives for the semester. At the start of the internship agree dates for the planning, progress and assessment interviews.
- Encourage the student to take charge of various different activities (language, maths, art and craft etc).

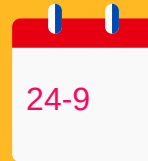
Expectations

- At the end of Semester 1 the student can take responsibility for two days. Help the student build up to this.
- We expect the student to increasingly differentiate between pupils. Show the student how the pupil monitoring system works at your school and explain how the school differentiates.
- The student is learning subject specific didactics. Ask them about subject didactics and provide them with feedback on their use of subject didactics in the lessons they give.
- Teach the student how to plan and register entire days of education in the system you use at school.
- Have the student hold a conversation with parents and involve the student in the team, meetings and professional development activities at the school.
- Give the student time after school to prepare the lessons for the next internship day/week.

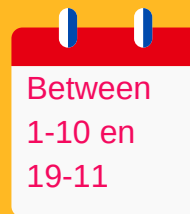
Process Coaching and Assessment



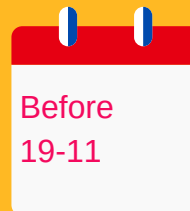
1 On the first internship day carry out a welcome interview. Click [here](#) for the content of the interview.



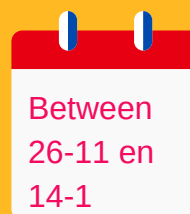
2. On the second internship day carry out a planning interview to discuss the student's learning objectives and to plan the internship. Click [here](#) for the content of this interview.



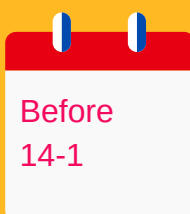
3. The school trainer will visit a lesson. Agree beforehand with the student which criteria from the assessment form the school trainer should focus on.



4. Hold a progress interview with the student. Click [here](#) for the composition and content of the interview..



5. The school trainer will again visit a lesson. (2) You should discuss the student's assessment prior to this visit.



5. Carry out the final assessment interview. You should allow the student to reflect on their internship and provide the school trainer with your proposed assessment. Click [here](#) for the content of this interview.