

Practice Tutor Engagement with Student Teachers

A Practice Tutor is an experienced practitioner who supports student teachers to link theory and practice, assess progress towards QTS, coaches school-based mentors/school coordinators, acts as a key link between students, schools and the university, and helps assure the quality of practice learning.

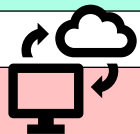
Getting Started

- Read the [Partner School Handbook](#).
- Join the live 'Essentials for Practice Tutors' training session (link via the [OU ITE Partnership Website](#))
- Familiarise yourself with the [Professional Learning Platform \(PLP\)](#) e.g. your students' contexts (school, pathway, route, mentor, school coordinator, experience etc.).
- After receiving your **Practice Tutor Planner** by email, note all dates and activities with students and schools.



IRIS Connect

- [IRIS Connect](#) is a secure, encrypted platform for professional learning in schools. It is GDPR compliant and is the only platform to be used for students to share their lesson recordings.
- Access the [Support Hub](#) for short, helpful tutorials.
- Share guidance '[IRIS Mat](#)' to support your student.



Questions...?

🔗 Guides & Training: [Partnership Website](#)
🗓 [Weekly drop-in](#) every Monday @3.30pm
✉ Wales-PGCE@open.ac.uk



Before the Visit

- Initiate early contact with your student and the 'Team Around the Student' (email or short Teams call).
- Collaboratively plan dates for the year for clarity of expectations.
- Track progress regularly via the student's PLP. The target tracker provides a shared understanding of development needs between you, the student, and the school.
- Agree IRIS Connect lesson focus and date. Agree format for feedback and discussion dates. Confirm when you'll receive the OU lesson plan, evaluation, and resources on the PLP.
- Remember to adapt expectations to the student's stage of study (PGCE1 & 2 build gradually to whole lessons).
- Send in advance a Teams meeting link and any draft agenda to the student, Mentor, School Coordinator, and [for information] the Curriculum Tutor and Lead Practice Tutor (LPT).



After the Visit

- Using the report writing checklist in the [Practice Tutor Toolkit](#), complete the Practice Review Form (visit 1) or Section C of the Practice Learning Report (visit 2) via the student's PLP. Confirm with the student, and 'Team Around the Student', that it is ready for verification.
- During visit 2, if your assessment differs from those in Sections A&B, arrange a moderation call with the School Coordinator; if unresolved, complete Section C using your judgement.
- Follow up with Mentor and School Coordinator; offer coaching and ask any further questions needed to help you complete the [Practice Learning Monitoring Form](#) (you're likely to glean some information during the virtual visit, too). This supports partnership-wide moderation and quality assurance of practice learning assessment and placement quality.
- Raise any concerns about student progress as early as possible with the Curriculum Tutor; additional practice learning and/or further visits may be required if a student is 'not on track'.
- When your visit activity has been completed, confirm with your **Lead Practice Tutor**. If you are unable to meet the given deadline, please alert your Lead Practice Tutor and/or email Wales-PGCE@open.ac.uk.

The Virtual Visit

- Review teaching via [IRIS Connect](#) and add reflective prompts to footage if helpful.
- Check PLP evidence and access School Coordinator's observation form for triangulation.
- Hold online meeting with your student, Mentor and if possible, with the School Coordinator.
- Review progress against Mentor /School Coordinator targets.
- Agree overall judgments, using the [Progression Framework](#) to support assessment.
- Use the reflective questions (see [Practice Tutor Toolkit](#)) to guide critical, reflective dialogue.
- Confirm when the Practice Review Form (visit 1) or Section C of the Practice Learning Report (visit 2) will be available via the student's PLP.