

PERSONNEL

TEACHER TRAINEES

RATIONALE:

The Board of Trustees of Westlake Girls High School wishes to assist in the support and training of teacher trainees by providing a well managed training scheme.

GUIDELINES:

- 1 The placement of Teacher Trainees will be facilitated.
- 2 Payment for Teacher Trainees placement will be put in place.

OUTCOMES:

- 1 The teacher trainee co-ordinator will liaise with training institutions and Heads of Department to manage appropriate programmes for trainees.
- 2 The associate teacher will manage and monitor on-the-job training of teacher trainees.
- 3 There may be the opportunity for prospective associate teachers, where manageable to decline the added workload of assisting trainee teachers.
- 4 Associate teachers of trainees from state and private funded institutions will be reimbursed (at minimum) according to the associate teacher's allowance as set out in the current Secondary Teachers' Collective Agreement.
- 5 Private Teacher Trainee institutions will be charged a fixed sum per trainee per week in the College.

Date (Policy Effective from)

2016

Review Date

2020

Signature

