A warm welcome
To some info & exchange regarding the Practical School Placement
Schulpraktischen Studien (SPS 2/3 and 4/5)
Short overview

1. Quick overview of the entire SPS
2. Information concerning SPS 2/3
3. Information concerning SPS 4/5
4. What experience do you have of SPS?
5. What questions or comments would you like to share?
Practical School Placement: Schulpraktische Studien

- **SPS I**
  - = Initial internship for orientation (Orientierungspraktikum), in connection with the Institute for Pedagogical Studies (Bildungswissenschaften)

- **SPS II/III**
  - = A school placement which takes place during the semester & is required in both subjects (e.g. English and Maths),

- **SPS IV/V**
  - = An extended placement of 4 weeks which takes place during the semester break & is also required in both subjects
SPS 2/3 (Tagespraktikum)

1. When does it take place?
Normally in the 6th/7th semester

2. Are there any pre-requisites?
Ss need to pass a written exam in Module 1201-2 in order to take part in it

3. How long does it run?
It runs throughout the semester and takes between 6/7 weeks (double lessons) or 12/13 weeks (single lessons)
4. How many lessons do they teach?
They teach two 45-minute lessons each and observe & give feedback on their co-students’ lessons.

5. How is it assessed?
The SPS is assessed on a pass/fail basis. Pupils need to successfully pass at least one of their lessons. They are not allowed to miss more than one lesson.

6. Who supervises the SPS 2/3?
A combination of the team at our institute as well as recruited teachers in the schools (Lehrbeauftragte)
Procedure for the SPS II/III

- All participants receive information in advance of placement
- First session is observation & getting to know the class context
- A plan of action is agreed upon
- Lessons are planned initially by Ss
- Then in consultation with a supervisor
- Lessons are held
- Lessons are reflected upon and feedback is given
A handbook for the SPS 2/3

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SPS 4/5 (Blockpraktikum)

1. When does it take place?
   Normally in the 7th/8th semester

2. Are there any pre-requisites?
   Ss need to pass the SPS 2/3 in order to take part in it

3. How long does it run?
   It runs for a period of 4 weeks in the semester break
SPS 4/5 (*Blockpraktikum*)

4. How many lessons are taught & observed?
Ss teach at least 18 lessons and observe 22

5. How is it assessed?
Students hand in an internship portfolio comprising of a detailed lesson plan and reflections on their observations and experience

6. Who supervises the SPS 4/5?
Students are supervised by a ‘mentor’ at the designated school

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SPS 4/5 A letter for the mentor

In view of the on-the-job phase of the student’s teacher training, it is of vital importance that they learn to take on the full responsibility for their own teaching and its outcomes. At the same time, we would be more than happy for our students to have the opportunity to learn from your experience if you could support them in putting their ideas into practice and if you could critically evaluate their lessons with them.

How much support the student will need for the planning of the rest of this term will vary from student to student. Usually the responsible teachers and students discuss a rough plan for the lessons and the students prepare them independently. The detailed lesson procedure for each lesson can be discussed prior to the actual teaching, although this will not be necessary in every case. The critical evaluation of the lessons, however, is crucial. The feedback should focus on your impression of the student’s teaching based on your experience. Taking this and the lesson’s course as a starting point, there are usually more aspects that can be discussed.

In the attachment we would like to present a set of recommendable comments that can serve as a guideline for giving the students your feedback.

In order to give the students a written report on their work at your school and for us to gain an insight into their achievement and progress, we would like to ask you for a written evaluation of the students (1/2 – 1 page). Apart from the set of questions suggested above, the following criteria could be useful for your evaluation: lesson planning, knowledge of the subject, teaching personality, rapport with the pupils, flexibility, team-cohesiveness, handling of teaching and learning materials, media use, ability for self-reflection, ability to deal with difficulties, implementation of suggestions, commitment to the school. Please consider these aspects as mere suggestions.

We would like to thank you very much for your commitment, your time and effort and your cooperation with us. Please do not hesitate to contact us in case you have any questions or comments for us.

Yours sincerely,

[Signature]

[Address]

[Phone number]

[Email address]

[Institution]

[Date]
Experience with SPS

What experience have you had of practical school placements to date?

What problem areas can you identify?

What ideas / suggestions do you have?

Organisation

Procedure, Work with the students

Contact with the Uni

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Supervision

How much guidance? / How much room for trying out their own ideas in order to strike the right balance for professional development?

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...feel welcome to join us

Many thanks for your attention and participation!