



Terms of reference

1 Rationale

The Strategic Implementation and Planning Group (SIPG) considers matters of policy in relation to the ITE partnership with schools. This includes improvement planning and setting priorities for the PGCE programmes. The SIPG include teachers experienced in delivery of ITE within the partnership, who work alongside university staff in the management and development of primary and secondary ITE curriculum and structure.

The SIPG has representatives from schools working with HEI Partner led and School Direct ITE programmes, which attend alongside University of Exeter staff (PGCE course leaders, subject/pathway leads and Partnership Office representatives).

2 Membership

The SIPG's membership should include representation from:

Schools

- Headteachers from schools across the South West (SW) Partnership; representing different geographical points of the SW and different types of schools
- ITE Coordinators (ITECs) from schools across the four SW counties representing different types of schools within the partnership eg special schools, small/large, rural/urban, non-selective/selective, state/independent
- Representing different types of ITE programmes including HEI partner led and School Direct

University

- Head of Initial Teacher Education (Chair)
- Director of Education
- Partnership Director
- ITE Programme Manager (Partnership)
- Primary, Secondary and School Direct Programme Directors
- Subject/Pathway Leads
- Partnership Relations Managers (primary and secondary)
- Partnership Administrator (minutes)
- Other University staff as appropriate to the agenda

Members from partner schools usually serve for between three and five years. New members are invited to join the SIPG by the Partnership Director in consultation with Partnership Relations Managers.

SIPG members are known to partner schools, as the SIPG membership lists are published on the Partnership website.

3 Operations

The SIPG provides a coherent body for school and university representation at a strategic level. It meets once per year to consider issues concerning:

- Provision of strategic direction on new initiatives and directions which the partnership might take
- programme and curriculum development

- feedback and advice on current ITE programmes
- development of strategy concerning DfE consultations and implementation of new legislation for ITE.

All SIPG members can raise items for discussion on the agenda and other agenda items emerge from both school and university meetings.

Actions from the SIPG are undertaken by the ITE Management team.

Minutes of the SIPG meetings are circulated to the membership and published in the Mentor Zone section of the Partnership website.

The SIPG is serviced by the ITE Partnership Office.

4 Funding

Travel and a contribution towards supply costs for SIPG attendance are met by the university

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