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| Text  Description automatically generated | **SCHOOL OF EDUCATION**Heavitree Road ExeterEX1 2 LUDate:  |

**NAME: xxxx ACADEMIC YEAR: 20xx-xx**

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| **The PGCE course at the University of Exeter places considerable emphasis on participation, self-direction, creative teaching strategies, and on taking individual responsibility for learning. All students are able to access ECT support from the University of Exeter.**  |
|  | Working above expected level for this point in the training year | Working at expected level for this point the training year | Working towards expected level for this point in the training year |
| Ability to work collaboratively with peers and colleagues |  |  |  |
| Ability to meet deadlines |  |  |  |
| Willingness to contribute to the school community |  |  |  |
| Planning for learning |  |  |  |
| Imaginative and creative teaching ideas |  |  |  |
| Relationships with students |  |  |  |
| Behaviour management |  |  |  |
| Confidence with ICT for teaching and personal use |  |  |  |
| Academic assignments and tasks |  |  |  |
| Ability to reflect on own teaching |  |  |  |
| *Please note that ratings provided offer tutors’ subjective views of the candidate’s ability as demonstrated on the PGCE Programme and are not equivalent to Ofsted gradings. Some categories may be left blank if the candidate is in the early stages of training and evidence is therefore not yet available on which to make a judgement.* |

Personal comment:

I have known xxx since xxxx, as his/her xxxx.

*Add your own comment here – see Guidance below*

Xxx will bring to her/his first post a detailed Early Career Transition document outlining her/his areas of strength and areas for development. This document can form the basis of initial discussions with an ECT Mentor.

We require all trainees to undertake an enhanced Disclosure and Barring Service check prior to joining the PGCE and I know of no reason xxxx should not be employed to work with children. I am happy to recommend xxx for a role as xxxxx.

<Referee Name>
<Referee Role>
School of Education, University of Exeter
Email: <Referee email address>

**Guidance for the Personal Comment** *<please delete this guidance before sending reference>*

* Please avoid using the phrases ‘Outstanding’ or ‘Requires Improvement’.
* This should be no more than 200 words (not including the set text above).

In the comment you might:

* Comment on the trainee’s professional qualities (e.g. how they respond to feedback/guidance, their work with peers)
* Comment on the trainee’s academic ability and as their aptitude in school / the classroom
* Incorporate quotations / comments from feedback from schools (e.g. as recorded on the UVT record or FRAPs)
* Highlight particular strengths.