

Professional Behaviours Expected from PGCE Trainees



University
of Exeter

We're delighted that you're joining us at Exeter to begin your teacher training journey. Whether you are coming straight from your undergraduate studies or joining us after time in the workplace, you are very welcome. Training to teach is an exciting step, and this year will be full of new experiences, challenges and opportunities to grow.

This document is designed to help you begin your transition into the teaching profession. It outlines some key expectations we have of all PGCE trainees, particularly in relation to your professional development. These expectations are not here to overwhelm you, rather, they are intended to support you in developing the habits, confidence and professional behaviours that will help you thrive both on placement and throughout the course.

We will go through all of this guidance with you again once the programme begins, and you will have plenty of time to ask questions and explore what these expectations look like in practice. For now, we hope this summary helps you start thinking about what it means to step into the role of a teacher and gives you some prompts for reflection as you prepare for the year ahead.

Task: Read through your responsibilities as an Exeter trainee, then answer the questions in the framework below

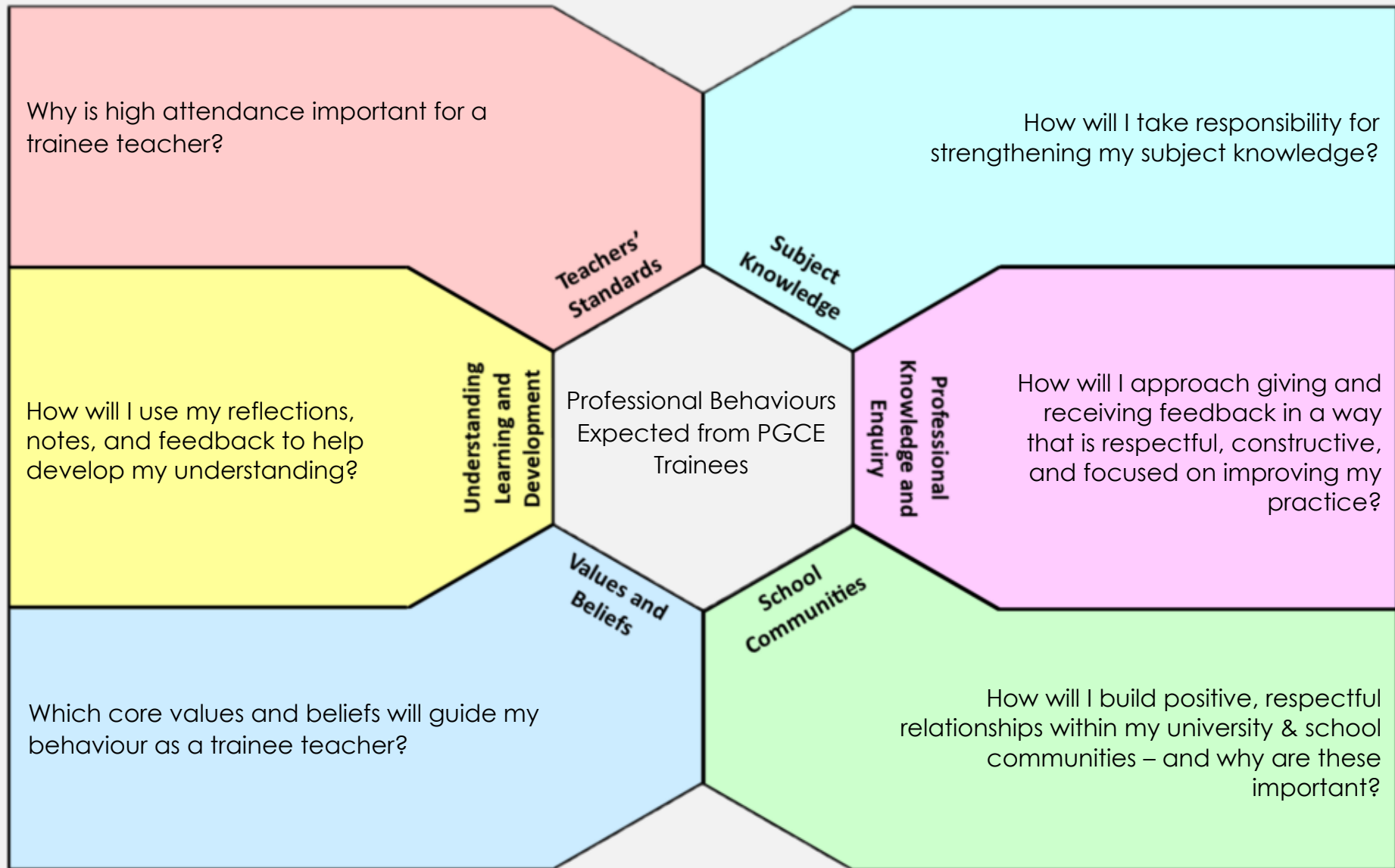
1. Engage Fully with the Programme

- Attend all scheduled sessions, including university teaching days, school-based training, and placement activities.
- Arrive on time and be ready to take part in discussions, activities and collaborative tasks.
- Take responsibility for your own learning, including completing any preparatory reading or tasks before sessions.
- Participate actively - contribute to seminars, engage in group work, ask questions, and share reflections.
- Stay organised by keeping track of your timetable, deadlines, and any schedule changes communicated by the programme team.
- Follow up on learning by making notes, revisiting key ideas, and applying what you learn in university sessions to your school practice (and vice versa).

2. Demonstrate Professional Behaviour

- Represent the university and school both inside and outside of those environments
- Treat pupils, staff, peers and mentors with respect and courtesy.
- Maintain appropriate professional boundaries at all times.
- Follow all University & school policies, including safeguarding, behaviour, appropriate dress, and IT/e-safety guidelines.
- Use clear, respectful and appropriate language in emails, meetings and conversations including formality when needed.
- Check your university email regularly and respond within reasonable timeframes.
- Ask questions when you need clarification and seek help early if you require additional support.
- Listen carefully to advice from mentors, tutors and colleagues.
- Respond positively to constructive criticism and use it to improve.
- Reflect regularly on your progress and identify areas for development.
- Demonstrate honesty and integrity in all aspects of your training.
- Ensure behaviour is always in line with the preamble and part 2 of the Teachers' Standards

Professional Behaviours Expected from PGCE Trainees - Framework Task



Take some time to think about the reflective questions. You may find it helpful to discuss them with people who know you well, such as friends or family.

Write down your thoughts in any format that works for you. You are very welcome to type directly into the blank sheet, or if you prefer, you can print it out and annotate it by hand. You may also choose to present your reflections in another format; mind maps, notes, voice to text, or a separate document - anything that supports your thinking.