

Tutor Training programme, 2022/2023 - Registration Form

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| *Applicant name:* |  |  |  |  |
| *Address:* |  |  |  |  |
| *Email address:* |  |  |  |  |
| *Contact numbers:* |  |  |  |  |
| *Initial experience information – please provide details of your current employment setting/ location for teaching practice (as appropriate):* |
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*Please note:*

* *In accordance with all MCI training, this Tutor Training programme is offered through blended learning, with remote study support via our Virtual Learning Environment.*
* *All Students will be allocated a Mentor for the duration of their study programme.*
* *Students will need electronic study access throughout the course and to complete assessment processes.*
* *Successful completion of the programme and its assessments will confirm the award of both the MCI Tutor Training Certificate and the regulated NCFE Level 4 Certificate in Education & Training.*
* *We provide a series of webinar activities (live and recorded) to guide your learning and a full suite of VLE based materials to cover each module of study.*
* *If Students are absent for a scheduled live webinar event, content can be revised via review of recorded material and discussion with your Mentor.*
* *Integrated course work assessments are included to support preparation for the final assessments, fully explained during course induction and culminating in a portfolio of evidence to build an individual teaching practice log.*

**Programme Fees:**

* The course cost is £1,750 (plus VAT) per registrant. Payment terms available upon request.
* We reserve the right to cancel a webinar or taught session and where possible, we will give not less than one week’s notice, except in the event of unforeseen illness/accident, when we will endeavour to give the maximum possible notice.
* If an advertised speaker becomes unavailable we reserve the right to substitute a suitable alternative.

In 2022/22, remote sessions will be held via a cycle format beginning in June. Sessions will remain available via the MCI VLE for those unable to attend or for reflection and follow-up. As detailed, it is anticipated that Learners can complete this programme within 6/9 months (maximum study length 12 months; longer study period available via exceptional circumstances, through Head of Education authorisation).

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| **Session** | **Date** | **Time** | **Features** | **Programme component** | **Title** | **Notes & extension activities** |
| Session 1 | Friday 24th June 2022 | 9.00-11.00am  | 2hr webinar1hr Mentor induction | Course Induction | The potential for Montessori Teacher Training | MENTOR TIME TBA |
| Session 2 | Friday 1st July 2022 | 9am -11am  | 2hr webinar1hr Mentor time | Module One | Role of the Tutor | MENTOR TIME TBA |
| Session 3 | Friday 15th July 2022 | 9.00 -10.00 am | 1hr webinar1hr Mentor time | Module One: Support Session | Preparation for assessment | MENTOR TIME TBA |
| Session 4 | Friday 22nd July 22 | 9.00-11.00am  | 1hr webinar1hr Mentor time | Module Two | Planning preparation | MENTOR TIME TBA |
| Session 5 | Friday 29th July  | 9.00-11.00am  | 2hr webinar1hr Mentor time | Module Two | Planning theory & design | MENTOR TIME TBA |
| Session 6 | Friday 5th Aug 2022  | 9.00-11.00am  | 2hr webinar1hr Mentor time | Module Two | Blended learning & the flipped classroom, in practice | MENTOR TIME TBA |
| Session 7 | Friday 12th Aug 2022 | 10.00-11.00am | 1hr webinar1hr Mentor time | Module Two: Support Session | Preparation for assessment | MENTOR TIME TBA |
| Session 8 (multiple sub-sessions) | Thurs 8/9, 15/9, 22/9 (over 3 weeks)9 -10.30am  | Subject Specialism sessions (Delivering Montessori: Professional Specialisms & Curriculum Areas): 1.5hrs per session |
| Session 9 | Wed 5th Oct 2022 | 9.00 – 11.00 am | 2hr webinar1hr Mentor time | Module Three | Group delivery & individual support for students | MENTOR TIME TBA |
| Session 10 | Friday 14th Oct 2022 | 9.00- 10.00 am  | 1hr webinar1hr Mentor time | Module Three | Supporting additional learning needs | MENTOR TIME TBA |
| Session 11 | Friday 21st Oct 2022 | 9.00 -11.00am  | 1hr webinar1hr Mentor time | Module Three | Supporting students on professional placement | MENTOR TIME TBA |
| Session 12 | Friday 4th Nov 22 | 9.00am -10.00am | 1hr webinar1hr Mentor time | Module Three: Support Session | Preparation for assessment | MENTOR TIME TBA |
| Session 13 | Friday 18th Nov 22 | 9.00 -11.00am | 2hr webinar1hr Mentor time | Module Four | Assessment in practice | MENTOR TIME TBA |
| Session 14 | Friday 2nd Dec 22 | 9.00am -10.00am | 2hr webinar1hr Mentor time | Module Four | Assessing, practical observations and questioning  | MENTOR TIME TBA |
| Session 15 | Friday 9th Dec 22 | 9.00am -10.00am | 1hr webinar1hr Mentor time | Module Four | Marking and feedback  | MENTOR TIME TBA |
| Session 16 | Monday 12th Dec2022 | 9.00am -10.00am | 1hr webinar1hr Mentor time | Module Four: Support Session | Preparation for assessment | MENTOR TIME TBA |
| Session 17 | Friday 13th Jan 2023 | 9.00am -10.00am | 1hr webinar1hr Mentor time | Module Five & support session | Evaluation and reflection  | MENTOR TIME TBA |
| Session 18 | Friday 27th Jan 2023 | 9.00am -11.00am | 2hr webinar | Module Five | Group/ self-analysis following micro teach |  |

Declaration:

* I have read and agree to the above programme description
* I wish to confirm my place on the MCI Tutor Training Programme
* I agree to pay fees in accordance with the Terms above
* I consent for my contact details to be shared with my allocated programme Mentor for direct contact via email to start my programme of study (once programme fees are paid in full).

**Name: Signed: Date:**

***Please return completed form to: Head of Education, Preeti Patel (****preeti.patel@montessori.org.uk**)*

*Upon receipt, your invoice will be issued directly.*