



Dear applicant

I am very pleased to invite you for an online interview with Leeds Beckett University for a place on:

- **PGCE Secondary Education English/Maths/Geography (11-18)**

Please ensure that you have viewed the Course Presentation, **BEFORE** your interview: [Secondary Education 11-18 Course Talk and Interview Guidance](#) Jot down any questions you may have for your interviewers.

**Venue: Online, via Microsoft TEAMS**

You will receive a TEAMS invitation via email, from a member of the Secondary Education team, the day prior to your interview. (\*\*If you think you haven't received it, please check your junk/spam folders\*\*).

You do not need the MS Teams App to connect at the appointed time, you simply click the link that comes with the message and choose 'join on the web', either MS Edge or Google Chrome. (We strongly recommend that you engage with us using a laptop/PC, not your phone.)

**Phone Number:** Please check that the phone number you entered on your UCAS application form is up to date; if not, please contact [ucasadmissions@leedsbeckett.ac.uk](mailto:ucasadmissions@leedsbeckett.ac.uk) with your updated details.

**To be fully prepared, please read this document carefully and in full.**

**CHECKLIST: What to prepare in advance**

- ☐ Choose an item/artefact to illustrate your response to our first question: "Tell us why you want to become a secondary school teacher in your chosen National Curriculum subject?"
- ☐ Read the National Curriculum for your specialist subject in Key Stage 3 and Key Stage 4: <https://www.gov.uk/national-curriculum>. Prepare a 5-minute presentation. See page 5 of this booklet for full details.
- ☐ If you have not been able to gain any practical classroom-based experience of working with young people, please engage with the Government's **Get into Teaching** materials in order to reflect upon how teachers can impact on children's development: <https://getintoteaching.education.gov.uk/>.

Please email us at [ucasadmissions@leedsbeckett.ac.uk](mailto:ucasadmissions@leedsbeckett.ac.uk) as soon as possible **if you have any special needs or requirements**. If you have any queries about any of the information contained in this letter, please contact us at [ucasadmissions@leedsbeckett.ac.uk](mailto:ucasadmissions@leedsbeckett.ac.uk) or on 0113 812 5946. We look forward to meeting you and presenting the opportunities we have to offer.

Yours sincerely

Head of Admissions



## **From the PGCE Secondary Education, 11-18 team**

Dear Applicant

Congratulations on gaining an interview for our PGCE Secondary (11-18) course with Qualified Teacher Status (QTS). In your application, you have demonstrated a range of attributes and qualities that indicate you have the potential to succeed as a student and as a beginning teacher.

The process now requires you to attend a formal interview so that we have a chance to decide as to your suitability for an Initial Teacher Training course. You too must decide, based on your findings at interview, as to which university and course you think would best meet your needs as a learner. It is our aim to ensure you leave us with sufficient knowledge to make your decision wisely.

The following information will assist you in preparing for your interview, will give you an idea of what to expect on the day, and will provide you with further details about studying Initial Teacher Education (ITE) at Leeds Beckett University.

This course is an intensive one-year programme of study where you will graduate with two qualifications: an academic Postgraduate Certificate in Education (60 Master's Credits) and Qualified Teacher Status (QTS). This will allow you to teach your chosen subject in the age phase you will be trained for, in England and throughout the world.

You will have the opportunity to undertake teaching placements across consecutive age phases in two contrasting secondary schools related to your subject specialism, for a minimum of 120 days, as well as gaining experience in a primary and a special needs setting. You will be supported every step of the way by University Academic staff, Lead Mentors, Mentors in schools and Personal Tutors. There will be a wide variety of learning opportunities and experiences, through the delivery of academic modules and practical teaching pedagogy frameworks, where you will learn how to teach your subject, which will support your development in schools on placement. Emphasis is placed upon trainees enhancing their employability by equipping them with the skills to develop into a specialist teacher, through the awareness of the qualities and skills expected of teachers who are creative, can inspire, stimulate and lead.

On the day of interview, you will have the chance to meet members of the PGCE team. It is your chance to show us your character, abilities and passion for teaching your subject. You will be asked to articulate an understanding of key aspects of secondary education, including an awareness of your subject in the National Curriculum and the Teachers' Standards Framework, and provide evidence of your willingness to become a high-quality teacher.

*PGCE Secondary ITE Team*



## **What will the Awards involve?**

Awards leading to Qualified Teacher Status are intensive. They involve both university and school/setting-based training. In addition to developing your own understanding of children and the curriculum, you will also work to develop your ability to teach effectively and thus enable pupils to learn. Students on QTS awards are expected to behave in a professional manner at all times. This involves:

- Full attendance
- Excellent punctuality
- High standards of behaviour and professionalism in both school and in university
- Completion of work to set deadlines
- A commitment to the achievement of high standards of performance, both in school/setting and university-based work

All awards leading to Qualified Teacher Status must address the Teachers' Standards, (DfE 2012). The Standards are achieved through Master's level study (PGCE) and through experiences teaching on placement in our partner schools/settings.

The PGCE involves two 30-credit modules, all of which help you to think critically about different aspects of your emerging practice. This includes a focus on: learning theory; planning and assessment; inclusion and adaptive teaching; and behaviour management.

Undertaking placements in schools/settings you will be assessed against the teaching standards three times throughout the year and will be supported by taught frameworks – Subject Studies and Professional Values & Practice – which are specifically designed to address all of the Core Content Framework and develop you beyond these, to provide you with the scaffolding you need to develop into a competent and creative practitioner.

## **What are we looking for?**

Successful candidates must show that they are able to:

- Demonstrate that they have the intellectual, personal and presentational qualities to become an effective teacher
- Communicate clearly and concisely in spoken and written Standard English
- Display a commitment to the welfare of all children
- Display a commitment to developing their curriculum knowledge and understanding in order to teach effectively
- Display a commitment to developing their knowledge of general educational issues and debates



## What to prepare and think about in advance

The interview is online, via MS TEAMS. We strongly suggest you **use a laptop/PC to connect**, rather than your phone; check that your camera and microphone are in working order. **Dress smartly for the interview**, as smartly as you would for a campus-based interview day. Find a comfortable space where you are unlikely to be disturbed and be mindful of what will be in the background when your camera is on; (if you download the MS TEAMS App, you can add a digital backdrop of your choice).

### **Please have with you:**

- An item/artefact to illustrate your response to our first question: *“Tell us why you want to become a secondary school teacher in your chosen National Curriculum subject?”*
- Read the National Curriculum for your specialist subject in Key Stage 3 and Key Stage 4:  
<https://www.gov.uk/national-curriculum>
- **Prepare a 5-minute presentation** entitled, ‘What I would consider when preparing to teach a Year 7 class in {subject specialism}’. During this presentation, we’ll be looking for
  - some confidence in presenting your subject knowledge;
  - some knowledge relating to the National Curriculum for your subject specialism
  - an appreciation of what to expect from Y7 pupils;
  - at least one example of a resource that would inspire these children in your subject area;
  - some ideas of activities/tasks you may ask the pupils to do and what they’d achieve.
- If you have not been able to gain any practical classroom-based experience of working with young people, please engage with the Government’s **Get into Teaching** materials in order to reflect upon how teachers can impact on children's development:  
<https://getintoteaching.education.gov.uk/>

### **Prepare notes on the following topics with regards to yourself and your experiences:**

- Resilience to solving problems and working with people
- Resilience for self-directed study
- Receiving and engaging with feedback on performance
- Managing people and or children
- Familiarise yourself with the [Keeping Children Safe in Education](#) guidance

**Exam Certificates:** Please be aware that ultimately you will need to show your original exam certificates at enrolment. If you do not have these, please order them as soon as possible from your awarding body since this process can take some time. Please also check that you have certificates for the exact qualifications that you have listed on your application form since a decision will have been made specifically upon these. For example, we cannot accept all equivalencies for our QTS courses. If you are unsure about the qualifications you have, please e-mail our UCAS Admissions team and they will be able to advise you further: [UCASAdmissions@leedsbeckett.ac.uk](mailto:UCASAdmissions@leedsbeckett.ac.uk)



### Open Days and Applicant Days for Campus and Accommodation Tours

Details of our Open Days and Applicant Days are here: [Open Days](#) | [Postgraduate Study](#) | [Leeds Beckett University](#)

You can also look around our campuses and all our halls of residence with our virtual online tour: [Virtual 360°](#)

### What happens next?

#### Outcome following the interview:

If you are successful following your online interview, we will process an offer of a place on the course via your DfE Apply account. If you are unsuccessful, we will also notify you via your DfE Apply account. If you would like feedback following an unsuccessful decision, you should contact us at [ucasadmissions@leedsbeckett.ac.uk](mailto:ucasadmissions@leedsbeckett.ac.uk) to request this.

If you 'Confirm' your place with us, you will later receive a '**Welcome to your Initial Teacher Training course**' document. This document will support the transition into your first Semester/Phase 1 placement, beginning the journey of achieving Qualified Teacher Status. It will address the essential competencies in fundamental English and mathematics agenda.

#### References

For PGCE applications can you ensure that you have your referees ready before applying. *After the interview if you get an offer you need to supply a reference from two people via the DfE apply site ASAP to secure your place.*

#### Disclosure and Barring Service/Health checks:

Please note that in line with requirements set out by the Department for Education, all successful applicants for Initial Teacher Training courses must undertake a number of safeguarding checks (including an enhanced Disclosure & Barring Service (DBS) check and prohibition and disqualification checks to ensure applicants are not prohibited from working with children, as well as a successful medical fitness check, before commencing the course. If you select Leeds Beckett University as your firm choice we will send you further details in the summer about completing a DBS (formerly Criminal Record Bureau) enhanced check and the occupational health screening questionnaire. Please ensure you keep your contact details up to date with us. Please notify Student Admissions of any changes by emailing [ucasadmissions@leedsbeckett.ac.uk](mailto:ucasadmissions@leedsbeckett.ac.uk)

#### Your Results:

Depending upon the conditions of your offer and the type of qualifications you are studying, your results may be sent directly to us between June and August. Alternatively, we may contact you directly to ask you to send us your results once you have received them. Once the results of your DBS check, Health check and academic results have been received we will be able to consider making you an unconditional offer.



**Course start:**

Please note this is a full-time course, inclusive of assessed school-based placements. Linked to the Teachers' Standards Part 2, Personal and Professional Conduct, full attendance is required. The course starts **Monday 2<sup>nd</sup> September 2024**.

Induction information will be available from late summer via our online welcome website. Further details will be sent nearer the time.

**Bursaries:**

If you, and the course you are applying for, are eligible for a bursary, details will be processed by the University but only once you have started your course. All payments are made monthly from October to July. Please follow the link for eligibility information:

<https://www.gov.uk/government/publications/funding-initial-teacher-training-itt/funding-initial-teacher-training-itt-academic-year-2024-to-2025>

**Useful Contact Details****Admissions:**

The Admissions Team is based in Bronte Hall, Headingley Campus. If you have any questions prior to or following your interview, please contact: 0113 812 5946

[ucasadmissions@leedsbeckett.ac.uk](mailto:ucasadmissions@leedsbeckett.ac.uk)

**Accommodation Advice:** refer to website [accommodation@leedsbeckett.ac.uk](mailto:accommodation@leedsbeckett.ac.uk)

**Funding/student Loans:** refer to website <http://www.leedsbeckett.ac.uk/studenthub/full-time-funding/>

**Disability Support:** refer to website <http://www.leedsbeckett.ac.uk/studenthub/disability-advice/>

**General information:**

Student Administration for Secondary Education (11-18)

Email: [education@leedsbeckett.ac.uk](mailto:education@leedsbeckett.ac.uk)

Phone: 0113 81 23167

**Course specific information:**

**Jennifer Holly (Academic Admissions Tutor All Routes)**

[ITERecruitment@leedsbeckett.ac.uk](mailto:ITERecruitment@leedsbeckett.ac.uk)

0113 812 7746