

# ICLON Factsheet School Practice World Teachers Programme (WTP) 2022-23

## Who is this Factsheet for?

This Factsheet is aimed at mentors (*BOSsen*) and subject coaches who will be supporting student teachers from the ICLON World Teachers Programme (Leiden University) in 2022-23.

## What do we expect of Mentors and Subject Coaches?

- **Support:** Help the student to find their way in the school and to arrange to observe lessons within your department as well as other departments.
- **Feedback:** provide feedback on lesson plans and lessons, observe (parts of) lessons and discuss them with student, monitor and reflect on development together with the student.
- **Assessment:** Form a picture of the development and competencies of the student, based on the ICLON rubrics and World Teacher Competences (see 'More Information'); provide the ICLON supervisor with initial assessments to inform the mid-term and final evaluations.
- **Timely notification regarding problems with the student's development:** A year is a very short time to develop the level of competence required of a newly qualified teacher. It is therefore important to offer the student the opportunity to experience teaching early in their placement (as soon as the second week). In the beginning, this can involve teaching parts of lessons rather than whole lessons. Furthermore, it is vital to contact the ICLON supervisor to discuss problems or stagnations in the student's development at an early stage.
- **Features of the school context:** Supporting the student in understanding particular features of the bilingual or international school context, including attention for the language development in all subjects, for international courses or exam programmes (e.g. IB, Cambridge International, AP), and for the role of culture/multiculturalism/intercultural competence in the classroom and the school more widely.

| Important dates in 2021-22 |                                 |
|----------------------------|---------------------------------|
| 19 Aug. 2022               | ICLON kick-off for students     |
| 22 Aug. 2022               | Start of SP1                    |
| 19 Dec. 2022               | Deadline evaluation SP1         |
| 30 Jan. 2023               | Start of SP2                    |
| 8 Apr.-14 May 2023         | International internship period |
| 11 Jun. 2023               | Deadline evaluation SP2         |

## Teaching requirements for WTP School Practice

WTP students follow the ICLON Teaching Master for one academic year (September-July). For most subjects, the emphasis during **School Practice 1** is on teaching in the **junior** years and during **School Practice 2** it is on the **senior** years. There is some flexibility in this, in particular for subjects not always taught in junior years, such as Social Studies and Art History.

At least **50% of WTP students' total teaching should be in a bilingual or international department**. Bilingual or international classes should be taught in **English** or, in the case of Modern Foreign Languages, in accordance with the requirements of the bilingual or international **school policy with regard to target language** (TL) use. In both international and bilingual classes, there should be room for student teachers to pay attention to **intercultural competence** and **global citizenship** as appropriate to the school context. Students of the full master are usually in school for about 3 days per week and are expected to teach about 6-8 lessons (or parts of lessons) per week (based on a 50-minute timetable). Requirements for students following the abridged programme are slightly different (see Table 2). Students employed by the school may teach more than the required number of hours but should also have room for ICLON activities. All WTP students are expected to keep **Mondays** free for ICLON. See Table 1 for an overview of the School Practice requirements for students of the full WTP master, and Table 2 for requirements for the 30-ECTS abridged programme.

Students on the full Master programme who have a **paid job** in school are strongly advised not to agree to teach more than **10-12 hours** per week. They also need to be provided with appropriate support in school. More information can be found (in Dutch) [here](#).

## When do students begin their School Practice and when do they leave the school?

Students begin their School Practice at the start of the school term in the *'midden'* region (see 'Important dates'). Students are also allowed to go into school earlier than this in order to become acquainted with the school. For students without teaching experience, initial activities in school usually involve observation tasks and students teaching their first lessons (or parts of lessons). In general students stay at the same school for the whole academic year, with the exception of the International Internship period and, in the case of students in international schools, a short additional placement in a Dutch bilingual school (see below).

## Extra requirement for students in international schools

All WTP students placed in international schools for their School Practice are required to gain at least 2 weeks of experience in a Dutch school. This experience will involve lesson observations and ideally some small experiences of teaching. The ICLON supervisors can provide contact details for schools within the WTP network but it is **the student's responsibility** to organise this experience during the course of School Practice 1. If the student does not arrange this experience, they will be required to visit a Dutch school during the International Internship period instead of going abroad.



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**Table 1. Overview of WTP School Practice 2022-23 (full Master)**

| Hours of SP          |   | Minimum requirements  | Bilingual/International |
|----------------------|---|---|-------------------------|
| SP 1<br>(Sept.-Jan.) | 120 pupil contact hours   | Student teaches ≥ 60 lessons or parts of lessons, of which: <ul style="list-style-type: none"> <li>• ≥ 40 junior (<i>where subject is taught in junior years</i>)</li> </ul> Additional pupil contact hours can include lesson observations, supporting individuals/groups during lessons, tutoring, invigilating, excursions, etc. |                         |
|                      | 385 additional hours  | Guideline: <ul style="list-style-type: none"> <li>• 240 hrs lesson preparation/evaluation</li> <li>• 20 hrs school/department activities (e.g. meetings)</li> <li>• 25 hrs professional development</li> </ul> Includes international internship  |                         |
| SP 2<br>(Feb.-Jul.)  | 130 pupil contact hours   | Student teaches ≥ 65 lessons or parts of lessons, of which: <ul style="list-style-type: none"> <li>• ≥ 45 senior</li> <li>• ≥ 10 during international internship</li> </ul> Additional pupil contact hours can include lesson observations, supporting individuals/groups during lessons, tutoring, invigilating, excursions, etc.  | ≥ 50% total             |
|                      | 240 additional hours  | Guideline: <ul style="list-style-type: none"> <li>• 195 hrs lesson preparation/evaluation</li> <li>• 20 hrs school/department activities (e.g. meetings)</li> <li>• 25 hrs professional development</li> </ul> Includes international internship  |                         |
| *                    | Years 1-3 vwo/havo/vmbo-t in Dutch system; Years 7-10 or MYP1-4 in international schools        |   |                         |
| **                   | Years 4-6 vwo/havo/vmbo-t in Dutch system; Years 11-13 or MYP5-DP2/CP2 in international schools |   |                         |

**Table 2. Overview of WTP School Practice 2022-23 (30-ECTS abridged programme)**

| Hours of SP          |   | Minimum requirements  | Bilingual/International                          |
|----------------------|---|---|--|
| SP 2<br>(Sept.-Jul.) | 130 pupil contact hours   | Student teaches ≥ 85 lessons or parts of lessons, of which: <ul style="list-style-type: none"> <li>• ≥ 20 junior (bilingual/international)</li> <li>• ≥ 45 senior</li> <li>• ≥ 10 during international internship</li> </ul> Additional pupil contact hours can include lesson observations, supporting individuals/groups during lessons, tutoring, invigilating, excursions, etc. | ≥ 50% total<br><br>≥ 20 teaching in junior years |
|                      | 240 additional hours  | Guideline: <ul style="list-style-type: none"> <li>• 195 hrs lesson preparation/evaluation</li> <li>• 20 hrs school/department activities (e.g. meetings)</li> <li>• 25 hrs professional development</li> </ul> Includes international internship  |  |
| *                    | Years 1-3 vwo/havo/vmbo-t in Dutch system; Years 7-10 or MYP1-4 in international schools        |   |  |
| **                   | Years 4-6 vwo/havo/vmbo-t in Dutch system; Years 11-13 or MYP5-DP2/CP2 in international schools |   |  |

### What happens during the International Internship period?

During the International Internship period, WTP students will be away from school. The International Internship lasts a **minimum of 2 and a maximum of 4 weeks**. Students are allowed to deviate slightly from the stipulated period for the International Internship (e.g. due to school holidays abroad or availability of flights) **only if this does not interfere with their academic work at ICLON and if the placement school agrees**. On returning from the International Internship, students return to their placement school in the Netherlands in order to complete their School Practice.

### What are the important practical tasks and assessments?

Students are required to complete practical assignments for a number of different ICLON courses. It is the student's responsibility to keep their subject coach and mentor informed regarding these assignments and the associated deadlines. You can also contact the supervisor or consult the Study Guide for more information.

The Subject Coach and/or Mentor is involved in the supervision and assessment of School Practice 1 and 2. The assessment takes place at the end of each semester (January and June). The supervisor and the student will provide the subject coach/mentor with the relevant information regarding the assignments and the assessment procedure.

### What can I expect in terms of collaboration and communication with ICLON?

Each WTP student is assigned a specialised WTP supervisor. There will be an online meeting organised by ICLON in September, where you can meet the supervisor, WTP Coordinator and other coaches/mentors, and discuss elements of the programme. As a general rule, the supervisor carries out 1 lesson visit per student during School Practice 1 and 1 during School Practice 2. This lesson visit is preferably carried out together with the subject coach or mentor, and followed by a joint discussion between the student, the coach/mentor and the supervisor, in which the student takes the lead. In the case of problems, supervision and contact between supervisor and school will be intensified.

### Does each individual ICLON student need to sign a placement contract?

No. Twice in the year (in October and in March) ICLON will send an email to the mentor (BOS) or relevant coordinator, containing an overview of all ICLON students (not only WTP) placed in the school as well as the details of the placement contract and a request for approval.

### Where can you access more information?

- More details on the WTP, including instructions, rubrics for assessment and the WT Competences will be included in the WTP Study Guide, which will be sent to you digitally at the start of the academic year. Further questions with regard to the WTP can be directed to the WTP Coordinator, **Tessa Mearns** ([t.l.mearns@iclون.leidenuniv.nl](mailto:t.l.mearns@iclون.leidenuniv.nl)).
- Questions or concerns regarding individual students can be directed to the relevant WTP supervisor, **Janneke Geursen** ([j.w.geursen@iclون.leidenuniv.nl](mailto:j.w.geursen@iclون.leidenuniv.nl)) or **Floris Velema** ([f.p.velema@iclون.leidenuniv.nl](mailto:f.p.velema@iclون.leidenuniv.nl)).
- Questions regarding availability of placements, professional development opportunities for coaches and mentors, students with paid jobs, etc. can be directed to the School Practice Coordinator, **Nelleke Belo** ([stage@iclون.leidenuniv.nl](mailto:stage@iclون.leidenuniv.nl)).