

COVID 19:

Regulations for the Postgraduate Certificate in Education

The University's current regulations are temporarily qualified by this document for the 2019/20 academic year. The additions are in red underlined font.

1. General

- 1.1 The Regulations and Code of Practice for Taught Programmes (referred to throughout these Regulations as "the Code") will apply to this degree, except where separate provision is made below.
- 1.2 Candidates for the programme will be issued with a programme handbook and are bound by the contents of the handbook in addition to these Regulations. Handbooks contain detailed information on the expectations placed upon candidates. Handbooks addressing the experience of the individual candidate will be produced by the University. These may differ for candidates studying for the same award but undertaking placements in different professional environments. This is due to the variety of environments and regulatory structures under which Initial Teacher Education may now take place (via. Academies and associated chains/federations; Free Schools; Local Authority Schools; School Direct Partner Schools; Independent Schools; School Centred Initial Teacher Training (SCITT) or any other structures as appropriate).
- 1.3 Successful completion of the programme will normally lead to recommendation for Qualified Teacher Status, based on successful completion of both the programme and other requirements as set by the Department for Education (or any future successor).

2. Conditions for Admission

- 2.1 A candidate for the Postgraduate Certificate in Education shall hold a qualification deemed by the Department for Education (or any future successor) to entitle a qualified teacher to be classified as a graduate for salary purposes or shall have qualifications or experience deemed equivalent to the above. In addition, a candidate shall, at the time of admission to the programme, normally hold a GCSE at Grade C or 4 or above, or its equivalent (for applicants from outside the UK), in both English and Mathematics.

3. Application

- 3.1 Application for admission is made through one of three routes:
 - a) *either* through the UCAS TT (UCAS Teacher Training) or any other agreed future successor process) at any time during the period October to August preceding commencement of study. Candidates registering *via* this route will be known as "*Student Teachers*";
 - b) *or* normally through the UCAS TT application route for School Direct allocated places (or any agreed future successor process). Candidates registering via this route will be known as "*Student Teachers*";
 - c) *or* normally through recruitment by a SCITT via the UCAS TT application route. Candidates registering via this route will be known as "*Trainees*".

Recruitment will close when each subject is deemed full by the Head of School.

- 3.2 The University of Bristol upholds legal responsibility for determining academic, medical and professional suitability for *Student Teachers* permitted to register on its programmes. In the case of SCITT, the University of Bristol upholds all legal responsibility for determining the academic suitability for all *trainees* permitted to register on its programme and accepts the SCITT's medical and professional processes for determining suitability to teach.

4. Progression

- 4.1 In cases of failure in a unit, any piece of assessed work may be resubmitted once only. The resubmitted piece of work will receive a capped mark.
- 4.2 *Student Teachers* may undertake a repeat school placement once only, subject to a two year time limit. The two year time limit is counted from the date of the Board of Examiners.
- 4.3 In addition to the Regulations and Code of Practice for Taught Programmes, a *Student Teacher* who is absent from any part of the programme for 10 days or more will be referred to the Board of Examiners and may be required to complete additional time or other requirements.
- 4.4 A *Student Teacher* who, without good cause, fails to take up a school placement offered to him or her or who withdraws from a school placement will be deemed by the Board of Examiners to have withdrawn from the entire programme.
- 4.5 A *Student Teacher* who is required to withdraw from a school placement by the regulating authority for that placement will be deemed to have failed practical teaching by the Board of Examiners.
- 4.6 If a *Student Teacher's* placement is withdrawn or they are required to undertake a repeat placement the University will approach a maximum of three schools within the two-year time limit to secure a placement. If, after approaching three schools, the University is unable to secure a placement the candidate will be required to withdraw from the entire programme by the Board of Examiners.
- 4.7 *Student Teachers*, whose continuance on the programme causes serious concerns, may be referred under the Procedure for Termination for the Postgraduate Certificate in Education.
- 4.8 *Trainees* will be bound by the SCITT's regulations for placements.

For the 19-20 cohort of PGCE student teachers.

- 4.9 If a student teacher has been unable to complete the required amount of school experience (120 days) due to circumstances beyond their control e.g. the Covid 19 pandemic, the Department for Education has made it possible for them to be recommended for QTS, based on their 'trajectory' towards meeting the Teachers' Standards.
- 4.10 If a student teacher is not on a trajectory to meet the Teachers' Standards (Cause for Concern) they will be given the opportunity to complete 'extra' school experience. This is not the same as a repeat placement or 'additional' time as they have not had sufficient time in school to meet the Teachers' Standards. The 'extra' time will typically be for 6-7 weeks, dependent on the needs of the student teacher and should take place in October 2020. The University will approach three schools in the first instance to secure a placement. If, after approaching three schools, the University is unable to secure a placement the student teacher will be required to suspend studies for a maximum of one year, during which time the University will continue to approach schools.

Student Teachers may undertake the 'extra time', subject to a two-year time limit. The two-year time limit is counted from the date of the Board of Examiners.

During the 'extra time' the regulations for student teachers will revert to normal. The usual regulations for 'Cause for Concern' will apply, including completing 'additional' time i.e. additional to the 6-7 weeks, and to repeating a placement if they do not meet the Teachers' Standards.

4.11 The requirement for student teachers to be referred to the Board of Examiners if they are absent from any part of the programme for 10 days or more has been waived for the 19-20 cohort. However, student teachers completing 'extra time' in order to meet the Teachers' Standards will be subject to the usual attendance requirements during the 'extra time', in addition to the Regulations and Code of Practice for Taught Programmes. A student teacher completing 'extra time' who is absent from any part of the programme will be referred to the Board of Examiners and may be required to complete additional time or other requirements

5. Assessment and Awards

- 5.1 A *Student Teacher* who is deemed by the Board of Examiners to have passed all level 6 and level 7 requirements of the programme will be awarded the Postgraduate Certificate of Education (in specialty subject) with 60 level 7 credits, and with Qualified Teacher Status.
- 5.2 A *Student Teacher* who is deemed by the Board of Examiners to have passed all level 6 requirements of the programme, but not all level 7 requirements of the programme will instead be awarded the Professional Graduate Certificate of Education (in specialty subject), with Qualified Teacher Status.
- 5.3 A Trainee who is deemed by the Board of Examiners to have passed all level 7 requirements of the programme will be awarded the Postgraduate Certificate of Education with 60 credit points at level 7.
- 5.4 As a consequence of failure, the Board of Examiners may require the candidate to re-sit or withdraw, as outlined in section 4 (above) as deemed appropriate.
- 5.5 Candidates meeting the requirements of any of 5.1 – 5.3 (above) will be eligible for the award to be made with a passing classification.
- 5.6 Candidates meeting the requirement in 5.1 or 5.3 (above) may additionally be eligible for the award to be made with a classification of distinction or merit.

*Approved by the Vice-Chancellor
20 May 2020*