



THE UNIVERSITY  
OF QUEENSLAND  
AUSTRALIA

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CREATE CHANGE

**School of Education**

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**Postgraduate Preservice  
Teacher Guide 2020**

**Primary and Secondary**

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# Welcome

In committing to undertake the Master of Teaching (Primary) or the Master of Teaching (Secondary) program at The University of Queensland, you are embarking on a journey into a noble and rewarding profession. Not only will you develop the requisite knowledge, skills and dispositions, informed by contemporary research, to move from pre-service to beginning teacher, you will also make new friends and create essential networks with future colleagues.

This handbook, together with the supplied materials in your courses and at orientation, will assist you to plan and prepare for engaging in the Master of Teaching programs. It is important that you read it carefully to ensure you are well prepared to commence the year in February.

You should attend the Orientation session in O Week and **immediately apply for a Blue Card as soon as you accept your offer into the program.** Further information on Blue Cards can be found at <https://education.uq.edu.au/our-students/blue-card-information> or you can contact the School of Education office, contact details at the bottom of this document.

## ***International Students***

So that the School of Education is aware of when you will join us, please email us your arrival date by emailing [education@uq.edu.au](mailto:education@uq.edu.au).

Once you arrive in Brisbane, it is important that you visit our office as soon as possible. This will be an opportunity for us to ensure you have all the necessary program information. We can be found on Level 4 of the Social Science Building (#24) Campbell Road on the St Lucia campus.

You should also ensure you attend a UQ *Getting Started* session for international students. These sessions are organised by Student Services to assist you with important procedures such as enrolment, banking, discounts on public transportation and arranging your student card. Information about *Getting Started* can be found here <https://my.uq.edu.au/information-and-services/student-support/international-interstate-students>

We wish you every success with your studies and future career in Education.

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## 1. GOALS AND PHILOSOPHY

The University of Queensland Master of Teaching (Primary and Secondary) programs prepare teachers for education in a world of rapid social and technological change. As pathways to a variety of careers, the education programs serve to prepare graduates who can deliver flexible and creative teaching approaches to cater for the diverse learning needs of children and young adults and for changing living and working environments.

These programs have been designed to offer students access to the resources and facilities available at the University of Queensland. Master of Teaching (Primary) students undertake a minor (specialisation), in either English and Literacy or Mathematics and Numeracy. Master of Teaching (Secondary) students select two curriculum studies areas.

The Master of Teaching programs provide students with a globally-focused, innovative education, in which:

- problem solving and problem posing are natural learning and teaching approaches, designed to enhance deep learning and connected knowledge;
- strategies that ignite passion for learning are at the forefront of all learning experiences; and,
- technology is used imaginatively and is integral to the teaching and learning process, capitalising on students' experiences and ways of working and learning.

Three major themes infuse the program:

- **Understanding difference:** critically engaging with the various forms of student, community, cultural, linguistic and gender difference, including special needs clientele.
- **Understanding education contexts:** critically engaging with the dynamic community, economic, global, national and virtual contexts which influence and mediate the practices of education.
- **Understanding teaching as a dynamic and changing form of professional and intellectual work:** critically engaging with the increasing technological, industrial and intellectual complexity of teaching as work.

## 2. PROFESSIONAL EXPERIENCE CALENDAR

The Professional Experience calendar details the placement dates of each course that contains professional experience. It is important that you make yourself aware of these dates for the courses you are enrolled in as soon as it is published to ensure you are available for your placement. Do not book holidays or other commitments during the times you have a placement, as in most cases these dates are not flexible. In some cases the semester start and end dates, assessment and vacation periods may differ to that of the University's published Academic Calendar.

The Professional Experience Calendar can be found on the School of Education website, under Current Students > Professional Experience Information or at this link <https://education.uq.edu.au/current-students/professional-experience-information>. It is currently published for 2020, and the 2021 calendar will be published in October 2020.

## 3. PROGRAM COMPONENTS

Both the Master of Teaching (Primary) and the Master of Teaching (Secondary) programs are two years full time or part time equivalent.

Master of Teaching (Secondary) will graduate with two teaching areas, which are selected from a students prior study.

There are 4 components embedded within each of the Master of Teaching programs:

- Academic and Professional Enrichment Programs;
- Lectures, workshops and tutorials; and
- Professional Experience Program
- Professional Year Orientation Program (second year)

### 3.1 ACADEMIC AND PROFESSIONAL ENRICHMENT PROGRAMS

#### **Attendance at these activities is compulsory.**

The *Welcome Session* held during Orientation provides an opportunity to learn more about the program and how to get started. Details on this will be emailed to you from the Faculty of Humanities in the weeks leading up to Orientation Week.

The *Professional Year Orientation Program* provides forums and presentations from experienced teachers and relevant stakeholders and serves as an induction into the teaching profession for students entering the final year of their program. This program is scheduled in Orientation Week (but may be earlier) of the final year (professional year) and students are strongly advised to check with the School of Education before making holiday arrangements in the vacation period leading up to the final year.

### 3.2 LECTURES, WORKSHOPS AND TUTORIALS

Typically you can expect up to 15 hours per week contact time between 8:00am and 8:00pm, Monday to Friday. Lectures are offered only once during the week, although tutorials and workshops in some courses may be offered more than once a week.

Lecture and tutorial timetable details are available to students from December each year. Students can select their class preferences from January each year for semester 1 and June for semester 2.

**Please note:** 'Program' refers to the Master of Teaching (Primary) and 'Courses' refers to the subjects within the program (e.g. EDUC7535) according to University of Queensland terminology.

### 3.3 PROFESSIONAL EXPERIENCE PROGRAM OVERVIEW

Students are required to complete a minimum number of days of professional experience in an appropriate educational setting. In the Primary program this will include 60 days of supervised professional experience throughout the program. In the Secondary program students will complete 75 days of supervised professional experience throughout the program.

The *Professional Experience Program* is designed to facilitate the transition from pre-service to beginning teacher. The program is closely linked to the on-campus courses.

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#### 3.3.1 MASTER OF TEACHING (PRIMARY)

##### **EDUC7530 Professional Experience 1**

###### **10 single days**

Professional Experience 1 in course EDUC7530 provides the opportunity to orientate you to school culture and student learning experiences through observation. This experience helps you to gain:

- insight into the functioning of schools and the ways in which students negotiate those settings; and
- an awareness of students' interests, expectations and aspirations, patterns of thinking, ways of learning and language use.

##### **EDUC7535 Professional Experience 2**

###### **20 day block practicum**

The Supervised Professional Experience in course EDUC7535 provides:

- opportunities and encounters with classroom activities which will allow you, as a beginning teacher, to cope successfully by learning in the workplace with skilled practitioners; and
- experiences which help give meaning to a variety of terms and propositions about students, teaching, learning and education.

##### **EDUC7540 Professional Experience 3**

###### **30 day block practicum**

The Supervised Professional Experience and Internship in course EDUC7450 aims to:

- increase your autonomous decision making as a beginning teacher;
- enhance your ability to theorise and justify your professional practice; and
- increase your skills and knowledge for teaching.

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### 3.3.2 MASTER OF TEACHING (SECONDARY)

#### **Building Professional Knowledge (5 single days plus a 5 day block) – completed in EDUC7605**

##### **Developing Professional Practice EDUC7615 (6 weeks)**

The first week of Professional Experience in EDUC7615 provides the opportunity to orientate yourself to school culture and student learning experiences through observation. This helps you to:

- gain insight into the functioning of schools and the ways in which students negotiate those settings; and
- gain an awareness of students' interests, their expectations and aspirations, their patterns of thinking, their ways of learning and their language use.

The supervised professional experience in EDUC7615 provides:

- opportunities and encounters with classroom activities which will allow you, as a beginning teacher, to cope successfully by learning in the workplace with skilled practitioners; and
- experiences which help give meaning to a variety of terms and ideas about students, teaching, learning and education

##### **Achieving Professional Engagement EDUC7625 (6 weeks)**

The supervised professional experience of EDUC7625 aims to:

- increase your autonomous decision-making as a beginning teacher
- enhance your ability to theorise and justify your professional practice; and
- increase your skills and knowledge for teaching.

More information on professional experience is offered in section 5, Professional Experience Program.

### 3.1 PROFESSIONAL YEAR ORIENTATION PROGRAM (PYOP)

The *Professional Year Orientation Program* provides forums and presentations from, and may include interaction with; experienced teachers, potential Queensland employers and relevant stakeholders and serves as an induction into the teaching profession.

This program provides information on program requirements and professional experience placement procedures, and an opportunity to meet the program director and course coordinators. It also discusses varied employment options within the field of education.

PYOP will be held in **Orientation Week in semester 1 2020, on Thursday 20th February, 2020.**

The program is on the School of Education website, under Current Students > Professional Experience Information, or can be found on this link <https://education.uq.edu.au/current-students/professional-experience-information>

### 2.5 MEETING QCT REGISTRATION REQUIREMENTS

The Professional Experience program has been developed around the Australian Professional Standards for Teachers (<http://www.qct.edu.au/Standards/>). The Queensland College of Teachers uses these seven standards for registration purposes. The program offered across the three professional experience courses provides opportunities for pre-service teachers to demonstrate competence across these standards. Therefore:

1. The teaching and learning approach centres on the progressive development of the understanding, skills and values set out in the standards;
2. Emphasis is placed on the three key facets or domains – professional knowledge, professional practice and professional engagement; and
3. The standards are addressed at appropriate times throughout the program.

### 3. PROGRAM STRUCTURE

Below are full time study plans, however if you wish to complete the programs part time please go to the School of Education website > Current Students > Student Resources and click on Study Plans <https://education.uq.edu.au/current-students/general-information>

#### 3.1 MASTER OF TEACHING (PRIMARY) ENROLMENT

This program is 2 years full time or part time equivalent and consists of 17 subjects totalling 32 units.

YEAR 1	
Semester 1	Semester 2
EDUC7550 Teaching English 1	EDUC7510 Indigenous Knowledge and Education
EDUC7565 Introduction to Teaching Mathematics	EDUC7516 Building Inclusive Primary Classrooms
EDUC7600 Global Issues and Social Justice	EDUC7530 Primary Professional Experience 1 (10 days placement)
EDUC7603 Contemporary Theories of Development and Learning	EDUC7575 Teaching Science
	EDUC7580 Teaching Humanities and Social Sciences Curriculum
YEAR 2	
Semester 1	Semester 2
EDUC7520 Teachers as Researchers	EDUC7540 Primary Professional Experience 3 (30 days placement)
EDUC7535 Primary Professional Experience 2 (20 days placement)	EDUC7585 Teaching the Arts
EDUC7555 Teaching English 2	EDUC7590 Teaching Technologies in the 21 <sup>st</sup> Century
EDUC7570 Teaching Mathematics 1	EDUC7595 Teaching Health and Physical Education in Primary Schools

#### 3.2 MASTER OF TEACHING (SECONDARY) ENROLMENT

This program is 2 years full time or part time equivalent and consists of 12 subjects which are 2 units each and 2 subjects which are 4 units each, totalling 32 units.

YEAR 1	
Semester 1	Semester 2
EDUC7600 Global Issues and Social Justice	EDUC7510 Indigenous Knowledge and Education
EDUC7601 Literacy Within and Across the Curriculum	EDUC7604 Teachers as Educational Innovators and Agents of Change
EDUC7602 Numeracy Across the Curriculum (5 days placement)	EDUC7605 Building Professional Knowledge (10 days placement)
EDUC7603 Contemporary Theories of Development and Learning	EDUC7606 Building Inclusive Secondary Classrooms
YEAR 2	
Semester 1	Semester 2
EDUC7520 Teachers as Researchers	EDUC7607 Assessment for Teaching and Learning
EDUC7615 Developing Professional Practice (30 days placement)	EDUC7625 Achieving Professional Engagement (30 days placement)
EDUC76xx Year-long Curriculum Studies subject	EDUC76xx Year-long Curriculum Studies subject
EDUC76xx Year-long Curriculum Studies subject	EDUC76xx Year-long Curriculum Studies subject

#### 3.2 COMPLETING YOUR ENROLMENT

All enrolments in courses are completed online via The University of Queensland's electronic enrolment system, [mySI-net](#). You will be provided with more information about mySI-net when you receive an offer for the program. Lecture and tutorial timetable details will be available through this system from December. Preferencing for tutorials and workshops will be available through MyTimetable from January for semester 1 and June for semester 2.

### 3.3 ATTENDANCE POLICY

Our programs represent professional preparation in which you acquire the educational knowledge and skills deemed necessary for beginning teachers. Our attendance policy, which can be found in the '*Policies and Procedures for Professional Experience*' or on this link <https://education.uq.edu.au/current-students/professional-experience-information> reflects the School of Education's responsibility to you as a Master of Teaching student, and also to other members of the educational community, notably school students, school staff, employers and the Queensland College of Teachers.

You are required to attend all of the commitments both on campus and during the professional experience. Professional experience can take the form of single day structured observations or week long 'blocks' of supervised professional experience.

Each degree is full-time but may be taken part-time with permission; however, there are no separate lectures for part-time students. Lectures and tutorials may be scheduled any time between 8am and 8pm so it is necessary to be substantially free during the week to undertake scheduled classes and the blocks of teaching professional experience.

Attendance times at University are governed by your timetable. Certain elements may also be determined by the school at which you have been placed.

## 4. PROFESSIONAL EXPERIENCE PROGRAM

The Professional Experience Program is a planned developmental program designed to facilitate the transition to beginning teacher. Each professional experience course consists of an on-campus program and professional experience program.

### 4.1 PROFESSIONAL EXPERIENCE ORGANISATION

Professional experience placements are organised by the Placements Team in the School of Education. These are largely determined by the year levels, teaching areas and the places offered by schools, and students previous placement experiences. Students should not contact schools directly to arrange placements.

Transport arrangements and special needs relating to physical disabilities and family commitments may be considered. However, transport arrangements may necessitate travel time of up to 90 minutes or more one way to attend professional experience.

If previous contact or professional experience with schools has resulted in an offer of a place being made to you, you may make contact with the teacher to see they are still interested. If they are willing, you should contact the Administration Officer (Placements) at the School of Education who will negotiate that place with the School's Professional Experience Coordinator.

There is no guarantee that you will receive a placement with that teacher or at that school as the final decision will be made by that school's coordinator.

### 4.2 RURAL AND REMOTE PLACEMENTS

You can request to complete a rural/remote placement for any course that does not include single day observations.

To request a rural/remote placement simply complete the *EDUC - Rural/Remote Preferences* when you enter your information in InPlace.

The School of Education encourages pre-service teachers to consider a placement in the outer Brisbane districts west of Ipswich (e.g. Laidley, Rosewood); Caboolture (e.g. Caboolture, Deception Bay); Bayside (e.g. Wellington Point, Victoria Point); and Logan-Albert (e.g. Beenleigh). Due to their locality these districts attract limited placement requests from pre-service teachers but schools are willing to mentor pre-service teachers for their professional experience.

#### 4.3 REQUIREMENTS FOR PROFESSIONAL EXPERIENCE

You must have completed the following in order to be eligible to enrol in professional experience course:

1. Ensure you have a valid blue card for the duration of placement
2. Register your information on the placement management system InPlace. Instructions for this can be found here <https://education.uq.edu.au/current-students/professional-experience-information>
3. Have met all course prerequisites as per UQ Programs and Courses
4. Have completed the Domestic Violence Module on Blackboard (ONLY for students enrolling in final year courses EDUC4625, EDUC7625, EDUC4714 and EDUC7540)

#### 4.4 NOTIFICATION OF PLACEMENT

Approximately 2 weeks\* prior to the commencement of placement you will receive a notification via your student email regarding your placement. You are then required to log on to InPlace to view your placement information and should make immediate contact with the placement school coordinator listed to introduce yourself and organise your arrival.

\*This timeframe is approximate and can change. Students who have requested a regional/remote placement are likely to be advised of their placement in advance of this date to allow them sufficient time to prepare for the placement.

#### 4.5 POLICY AND GUIDELINES FOR PROFESSIONAL YEAR PLACEMENT ALLOCATION

The School of Education is committed to providing equitable, quality professional experience placements for its pre-service teachers.

It is a requirement of any course with a professional experience component that you sign and lodge a statement that you have read the *UQ Policies and Procedures for Professional Experience*. This document can be found on the School of Education website, under Current Students > Professional Experience Information, or can be found on this link <https://education.uq.edu.au/current-students/professional-experience-information>.

This document should be read in conjunction with the UQ Policy and Procedures [3.10.04 Placements in Coursework Programs](#).

#### 4.6 BLUE CARDS

Students in the Master of Teaching are required to obtain a 'Blue Card' from the Department of Justice and Attorney-General in Queensland. This government body requires students enrolled in teacher education programs to undergo screening – the Working with Children Check. The Blue Card is proof that one has successfully undergone the screening. Students under the age of 18 are required to obtain a Blue Card as well.

**You must hold a valid blue card for the duration of your professional experience and must obtain it before attending any placement.**

For information on how to obtain a blue card visit the School of Education office on campus or refer to the information at the following link <https://education.uq.edu.au/our-students/blue-card-information>

### 5. LANTITE TEST

The Literacy and Numeracy Test for Initial Teacher Education Students is designed to assess initial teacher education students' personal literacy and numeracy skills to ensure teachers are well equipped to meet the demands of teaching and assist higher education providers, teacher employers and the general public to have increased confidence in the skills of graduating teachers.

From 2017, all preservice teachers must meet the benchmark of both LANTITE tests to be eligible to graduate. Please refer to the School of Education website, under Current Students > LANTITE, or this link <https://education.uq.edu.au/current-students/lantite> for further details.

## 5. KEEPING IN CONTACT

It is important that you update your contact details in mySI-net. We rely on the information that you provide to contact you throughout the year. It is your responsibility to keep this information up-to-date, especially when you are on professional experience. The usual method of contacting you is via your student email address. Please check this account regularly.

You can email any questions to [education@uq.edu.au](mailto:education@uq.edu.au)

## 6. GRADUATING FROM THE MASTER OF TEACHING (PRIMARY)

### 6.1 GRADES

To obtain a pass in a course within the Master of Teaching, you must achieve at least a grade of P or 4. To obtain a passing grade in all courses, you are required to satisfactorily complete all prescribed activities including attendance at, and contributions to: lectures; seminars and tutorials; performance of laboratory, field and practical work; completion of assignments; and satisfactory passing of examinations.

### 6.2 GRADUATION CEREMONY

The graduation ceremony takes place in December each year. This enables you to graduate together before taking up teaching positions.

Graduations are organised by the University of Queensland Graduations Office and the Faculty of Humanities. If you are eligible for graduation you will be contacted by the Graduation Office with details of the ceremony, after grades have been finalised. For additional information visit: [www.uq.edu.au/graduations](http://www.uq.edu.au/graduations).

### 6.3 GRADUATE OUTCOMES

#### **Professional Knowledge**

Graduates will:

- Possess broad, deep, critical and current knowledge and understanding of the academic disciplines from which their subject content is derived;
- Possess broad, deep, critical and current knowledge and understanding of the students they will teach, recognising the influence of cultural, developmental, gender and other contextual factors on students' learning;
- Possess broad, deep, critical and current knowledge and understanding of the educational basis and role of assessment in teaching;
- Possess broad, deep, critical and current knowledge and understanding of contemporary educational issues and debates;
- Demonstrate a high level of proficiency in their own oral and written language, and numeracy ability;
- Be proficient in the use of new technologies in learning environments and in their professional working lives;
- Possess knowledge of how students learn within curriculum areas including an understanding of multi-literacies within these curriculum areas.

#### **Professional Practice**

Graduates will be able to:

- Plan purposeful and coherent learning programs to achieve specified student learning outcomes that align curriculum, pedagogy and assessment and that are socially just and inclusive;
- Create and maintain learning environments that: maximise every student's learning opportunities recognising their diverse language and socio-cultural realities and diverse abilities and interests; foster independent and cooperative learning; incorporate a broad and flexible repertoire of teaching strategies; engage learners actively in developing knowledge; are intellectually challenging; develop purposeful and productive dialogue; develop critical inquiry; are emotionally supportive and physically safe; and connect with the world beyond school;
- Use a range of strategies consistent with learning goals to monitor and assess student progress;

- Maintain ongoing, informative records of student learning outcomes;
- Provide constructive, purposeful and timely feedback to students, their care givers, and to school authorities as required.

### **Professional Engagement**

Graduates will:

- Demonstrate a commitment to reflective practice and to improving their teaching;
- Be committed to ongoing professional learning;
- Demonstrate active professional involvement in the school, the profession and wider communities;
- Demonstrate ethical and socially just professional practice;
- Operate within the framework of the law and regulation;
- Work collegially within school and wider learning communities.

## **6.4 TEACHER REGISTRATION**

Anyone who wishes to teach in Queensland schools must be registered with the Queensland College of Teachers. Upon graduation from the Master of Teaching programs, graduates are eligible to apply for registration with the Queensland College of Teachers. Further information is available on the Queensland College of Teachers website: <http://www.qct.edu.au>

The University will send a list of names of students to the Queensland College of Teachers once grades and eligibility to graduate have been confirmed.

## **6.5 EMPLOYMENT OPPORTUNITIES**

The School of Education and the Queensland College of Teachers are not employing authorities. The School of Education provides you with information on employment opportunities from various local, national and international employing authorities during Professional Year Orientation Program. Also, information on employment opportunities is regularly distributed through UQ Career Hub. Students are strongly advised to register their details on Career Hub at: [www.careerhub.uq.edu.au](http://www.careerhub.uq.edu.au)

Information concerning teacher employment in Queensland can be obtained from the various employing authorities including:

- Education Queensland <http://education.qld.gov.au/hr/recruitment/>
- Catholic Education Office <http://www.bne.catholic.edu.au/>
- Association of Independent Schools of Queensland <https://www.isq.qld.edu.au/>

## **7. SCHOOL OF EDUCATION CONTACTS**

### **In person:**

Room 403, Building 24 (Social Science Building)  
The University of Queensland  
St Lucia QLD 4072, Australia

### **Reception Opening Hours:**

Monday / Wednesday / Friday	9:00am – 1:00pm
Tuesday / Thursday	1:00pm – 4:30pm

E: [education@uq.edu.au](mailto:education@uq.edu.au)  
P: +61 7 3365 6550  
F: +61 7 3365 7199  
W: <https://education.uq.edu.au/>