

PGCE (PCET)

Professional Development and the PCET Practitioner

06.10.25

Introduction to the module

- Calendar sessions & invitations to the FT Professional Development Days
 - 17.11.25
 - 23.03.26
- No attendance required in person for these dates
- A schedule of available online professional development courses and activities you can complete
- These can be added to your Professional Practice Portfolio as evidence of CPD

Level 7 study options

- Those students on the PROFGCE (PCET) programme may wish to move to the level 7 pathway for the course PGCE (PCET)
- Modules for year 2 will need to follow the level 7 assignment briefs
- Students will be eligible to move to the pathway if they have a minimum high 60 marks profile for year 1
- Please confirm to Caroline via email by 17.00 on **24.10.25**

Professional Practice Portfolio

What is the professional practice portfolio?

- A key location for you to evidence your ongoing professional development.
- Completion is a requirement of the module assessment for ECPT7005/6008 Professional Development & the PCET Practitioner.
- Completed via OneNote.
- Take time to familiarise yourself with the platform and its functions.
- You can access training if you wish to - [Get started with OneNote - Training | Microsoft Learn](#)

Navigating the Professional Practice Portfolio

- Access via: [PGCE- ProfGCE \(PCET\) part-time 2024-2026](#)
- Different numbered sections are available corresponding to the different elements of the evidence you will need to compile.
- There are also sections in which you can complete your weekly reflections and for you to insert a link to your blog.
- You will also see a 'results' section where the final feedback will be uploaded following the final submission deadline.
- There is a 'key documents' section with forms and templates available for you to use.

Key points

- Ensure that you are working within the correct OneNote notebook for your portfolio.
- Please make sure that for any observations undertaken by UWTSD staff that you upload the necessary documentation to your OneNote within the correct timeframe before the observation takes place.
- Access to your professional practice portfolio can be given to your placement mentor on request.
- Do get into the habit of regularly updating your portfolio as your personal tutor will use this as the basis for tutorial sessions and to check on your progress.

Elements of the portfolio

- An outline of the teaching experience undertaken (500 words)
- Practical teaching experience evidence
- Reflective evaluation of overall experience (2000 words)
- Action plan for future development (1500 words)

1. An outline of the teaching experience undertaken(500 words)

- This should provide an outline to the setting in which the professional teaching experience was conducted. It should detail the type of setting, the subject areas taught as well as the cohort. If more than one teaching experience placement has been undertaken, then please ensure that all settings are evidenced.

2. Practical teaching experience evidence

- Record of teaching hours ***authenticated by mentor/setting***

To include

1. 100 hours of relevant student facing activities
2. Paperwork/resources associated with ***6 observed lessons***
3. Paperwork/resources associated ***8 further lessons***
4. Details of any professional development activity undertaken
5. Mentor meeting forms

3. Reflective evaluation of overall experience

- Should link specifically to your teaching practice and the evidence under section 2.
- Critical reflection required on the breadth and depth of your experience.
- Remember to incorporate feedback provided by mentor/personal tutor.
- You should also reflect on any professional development undertaken.

4. Action plan for future development (1500 words)

- An ongoing dynamic action plan informed by your progress through the course.
- Short term, mid-term, and long-term actions.
- Should be updated on a regular basis including after each assessment feedback.
- Clearly linked to relevant professional standards.
- SMART targets are to be included.

Reflective blog

5 entries minimum (2500 total)

- Select a platform for completion of your blog.
- Your posts should demonstrate your professional learning across the programme.
- Critical and reflective structure, not descriptive.
- Chronological or thematic structure
- Consider additional enhancements such as videos, images, links etc.

Remember

- The professional teaching experience is your opportunity to demonstrate your skills and knowledge as a developing practitioner.
- It can be hard work but ultimately a highly rewarding experience.
- Please engage with your personal tutor regularly, they are there to support and guide you.
- Enjoy!