



UNIVERSITY OF ABERDEEN
SCHOOL OF EDUCATION 2023-2024

**PGDE PRIMARY
INDUCTION BOOKLET**

PGDE (Professional Graduate Diploma in Education) Primary Induction Booklet

Contents


Welcome	3
Initial contacts	4
PGDE Primary programme timeline.....	5
Timetable	7
Catholic Teacher's Certificate in Religious Education (CTC)	8
Library/ICT	9
IT services.....	9
Quick links	9
MyAberdeen	10
Student email	10
IT Help.....	10
Student advice and support	11
Optional pre-course reading.....	12
Recommended course reading	13

Welcome

Dear PGDE students,

We are delighted to welcome you to the University of Aberdeen as you take up your place on the PGDE Primary Programme. Some of you will know Aberdeen, and others will be exploring it for the first time. Whatever the case, on behalf of the Programme Team, can we wish you an exciting, challenging, and fulfilling year, as you journey towards your teaching qualification and provisional registration with the General Teaching Council for Scotland.

We very much look forward to sharing this year with you.



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PGDE Primary Programme Director
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Livia Tanasie
PGDE Programme Administrator
pgde@abdn.ac.uk

Initial contacts

The following are your first points of contact throughout the course. By addressing any questions and passing on any information to the correct person, this will help us to best support your needs.

Further contact information is contained in the Programme Handbook, found on MyAberdeen.

Curriculum	Curricular tutors as detailed in MyAberdeen
Professional Studies	Your LinC Tutor
School Placements or Disclosure (PVG's)	Partnership Unit: partnershipunit@abdn.ac.uk
School Experience support (once you are in school)	School Experience Tutors (in the first instance) You will be allocated a school experience tutor who will support/visit you during placement.
Programme admin issues e.g. absence, enquiries about courses, timetables, MyAberdeen, etc.	Programme administrator: Livia Tanasie pgde@abdn.ac.uk
General advice or guidance for personal issues	Your LinC Tutor
University Disability support contact	student.disability@abdn.ac.uk www.abdn.ac.uk/disabilities
Disability Officer	Katrina Foy: kfoy@abdn.ac.uk
Student Learning Services	The Student Learning Service can help you with a range of requirements for your course: e.g. writing essays and assignments, managing your time, thinking critically, etc. Visit www.abdn.ac.uk/sls/ for further information.
Aberdeen University Students' Association (AUSA)	Visit www.ausa.org.uk to find out about the range of services provided by the Students' Association.
Library Services	Claire Molloy: c.a.l.molloy@abdn.ac.uk
e-reg issues	Livia Tanasie: pgde@abdn.ac.uk
ICT problems	Service desk: servicedesk@abdn.ac.uk
Registry	educationregistryofficer@abdn.ac.uk
Finance (including fees)	tuitionfees@abdn.ac.uk
Student Info Hub	www.abdn.ac.uk/infohub

PGDE Primary programme timeline

SEMESTER 1				
Uni Wk	Wk Beg	Course 1A – ED402J Education in Context (15 credits)	Course 1B – ED402K Exploring the Curriculum (15 credits)	Other information
2	7 Aug	Online Registration		
3	14 Aug	Block A – week 1 (on campus)		
4	21 Aug	Block A – week 2 (on campus)		
5	28 Aug	Block A – week 3 (on campus)		
6	4 Sept	Block A – week 4 (on campus)		
7	11 Sept	Block A – week 5 (on campus)		
8	18 Sept	School Experience 1A Upper stages (P4-7) 2 weeks	SE week 1	
9	25 Sept		SE week 2	
10	2 Oct	Virtual Practicum (on campus)		
11	9 Oct	Virtual Practicum (on campus)		
12	16 Oct	Reading week		Assessment 1A due 10am Friday 20th October (resubmission Friday 5th Jan)
13	23 Oct	Online learning		
14	30 Oct	School Experience 1B Upper stages (P4-7) 6 weeks	SE week 1	
15	6 Nov		SE week 2	
16	13 Nov		SE week 3	SE Assessments
17	20 Nov		SE week 4	SE Assessments
18	27 Nov		SE week 5	SE Assessments
19	4 Dec		SE week 6	
20	11 Dec	Online learning		Assessment 1B due 10am Friday 15th December (resubmission Friday 31 st May)
21	18 Dec	University holidays		
22	25 Dec			

SEMESTER 2

Uni Wk	Wk Beg	Course 2A – ED452M Informing Professional Practice (15 credits)	Course 2B – ED452N Connecting the Curriculum (15 credits)	Other information	
23	1 Jan	Online learning			
24	8 Jan	Block B – week 1 (on campus)			
25	15 Jan	Block B – week 2 (on campus)			
26	22 Jan	Block B – week 3 (on campus)			
27	29 Jan	Block B – week 4 (on campus)			
28	5 Feb	Block B – week 5 (on campus)		Assessment 2A due 10am Friday 9th February (resubmission Friday 31st May)	
29	12 Feb	Block B – week 6 (on campus)			
30	19 Feb	SE2A Early stages (P1-3) 6 weeks	SE week 1		
31	26 Feb		SE week 2		
32	4 Mar		SE week 3		
33	11 Mar		SE week 4	SE Assessments	
34	18 Mar		SE week 5	SE Assessments	
35	25 Mar		SE week 6	SE Assessments	
36	1 Apr	University holidays			
37	8 Apr	University holidays			
38	15 Apr	Assessment week Assessment 2B due 10am Monday 15th April. Presentations 18th or 19th April. (resubmission Friday 31st May)			
39	22 Apr	SE2B Early stages (P1-3) 5 weeks	SE week 1		
40	29 Apr		SE week 2		
41	6 May		SE week 3		
42	13 May		SE week 4		
43	20 May		SE week 5		
44	27 May	Block C – Monday only (on campus)			

Timetable

Below is the timetable for the first 5 weeks of the course, although this may be subject to small changes. The timetable for the whole year, with rooms, can be found on MyAberdeen.

Tutorial groups will be issued during your first lecture on Monday 14th August.

	Uni Week	Week - 3 Week beginning - 14/8/23						Week - 4 Week beginning - 21/8/23						Week - 5 Week beginning - 28/8/23						Week - 6 Week beginning - 4/9/23						Week - 7 Week beginning - 11/9/23											
Day	Group	1	2	3	4	5	6	1	2	3	4	5	6	1	2	3	4	5	6	1	2	3	4	5	6	1	2	3	4	5	6	1	2	3	4	5	6
Monday	09:00-10:00	LinC lecture 1						LinC lecture 5						LinC lecture 8						LinC lecture 11						LinC lecture 14											
	10:00-11:00	LinC tut 1	LinC tut 1	LinC tut 1	LinC tut 1	LinC tut 1	LinC tut 1	LinC tut 5	LinC tut 5	LinC tut 5	LinC tut 5	LinC tut 5	LinC tut 5	LinC tut 8	LinC tut 8	LinC tut 8	LinC tut 8	LinC tut 8	LinC tut 8	LinC tut 11	LinC tut 11	LinC tut 11	LinC tut 11	LinC tut 11	LinC tut 11	LinC tut 14	LinC tut 14	LinC tut 14	LinC tut 14	LinC tut 14	LinC tut 14						
	11:00-12:00																																				
	12:00-13:00																																				
	13:00-14:00	LinC lecture 2						Literacy Lecture 1						Literacy Lecture 2						Literacy Lecture 3 - MR NKG						Literacy Lecture 4											
	14:00-15:00	LinC tut 2	LinC tut 2	LinC tut 2	LinC tut 2	LinC tut 2	LinC tut 2	Lit w/s 1	Lit w/s 1	Lit w/s 1	Lit w/s 1	Lit w/s 1	Lit w/s 1	Lit w/s 2	Lit w/s 2	Lit w/s 2	Lit w/s 2	Lit w/s 2	Lit w/s 2	Lit w/s 3	Lit w/s 3	Lit w/s 3	Lit w/s 3	Lit w/s 3	Lit w/s 3	Lit w/s 4	Lit w/s 4	Lit w/s 4	Lit w/s 4	Lit w/s 4	Lit w/s 4						
15:00-16:00																																					
16:00-17:00																																					
Tuesday	09:00-10:00	LinC lecture 3						LinC lecture 6						LinC lecture 9						LinC lecture 12						LinC lecture 15											
	10:00-11:00	LinC tut 3	LinC tut 3	LinC tut 3	LinC tut 3	LinC tut 3	LinC tut 3	LinC tut 5	LinC tut 5	LinC tut 5	LinC tut 5	LinC tut 5	LinC tut 9	LinC tut 9	LinC tut 9	LinC tut 9	LinC tut 9	LinC tut 12	LinC tut 12	LinC tut 12	LinC tut 12	LinC tut 12	LinC tut 12	LinC tut 15	LinC tut 15	LinC tut 15	LinC tut 15	LinC tut 15	LinC tut 15								
	11:00-12:00																																				
	12:00-13:00																																				
	13:00-14:00	LinC lecture 4						Maths Lecture 1						Maths Lecture 2 - MR NKG						Maths Lecture 3 - MR NKG						Maths Lecture 4											
	14:00-15:00	LinC tut 4	LinC tut 4	LinC tut 4	LinC tut 4	LinC tut 4	LinC tut 4	Maths w/s 1	Maths w/s 1	Maths w/s 1	Maths w/s 1	Maths w/s 1	Maths w/s 2	Maths w/s 2	Maths w/s 2	Maths w/s 2	Maths w/s 2	Maths w/s 3	Maths w/s 3	Maths w/s 3	Maths w/s 3	Maths w/s 3	Maths w/s 3	Maths w/s 4	Maths w/s 4	Maths w/s 4	Maths w/s 4	Maths w/s 4	Maths w/s 4								
15:00-16:00																																					
16:00-17:00																																					
Wednesday	09:00-10:00	Couns	Drama	Music	RME	CrO	HVB1	CrO	HVB1	Couns	Drama	Music	RME	RME	CrO	HVB1	Couns	Drama	Music	Music	RME	CrO	HVB1	Couns	Drama	Drama	Music	RME	CrO	HVB1	Couns						
	10:00-11:00																																				
	11:00-12:00																																				
	12:00-13:00																																				
	13:00-14:00	HVB1	Couns	Drama	Music	RME	CrO	LinC lecture 7						LinC lecture 10						LinC lecture 13						Emotion coaching											
	14:00-15:00	LinC tut 3	LinC tut 3	LinC tut 3	LinC tut 3	LinC tut 3	LinC tut 3	LinC tut 7	LinC tut 7	LinC tut 7	LinC tut 7	LinC tut 7	LinC tut 10	LinC tut 10	LinC tut 10	LinC tut 10	LinC tut 10	LinC tut 13	LinC tut 13	LinC tut 13	LinC tut 13	LinC tut 13	LinC tut 13														
15:00-16:00																																					
16:00-17:00																																					
Thursday	09:00-10:00	Soc. St.	HVB 2	Science	MLPS	Art	Tech	Tech	Soc. St.	HVB 2	Science	MLPS	Art	Art	Tech	Soc. St.	HVB 2	Science	MLPS	MLPS	Art	Tech	Soc. St.	HVB 2	Science	Science	MLPS		Tech	Soc. St.	HVB 2						
	10:00-11:00																																				
	11:00-12:00																																				
	12:00-13:00																																				
	13:00-14:00	PE						Art						Mind						PE																	
	14:00-15:00																																				
15:00-16:00																																					
16:00-17:00																																					
Friday	09:00-10:00																																				
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Catholic Teacher's Certificate in Religious Education (CTC)

The Catholic Teacher's Certificate in Religious Education (CTC) is the qualification required for those eligible* and wishing to teach Religious Education in Catholic primary schools or in Catholic secondary schools as a 'generalist' RE teacher. Working in partnership with the Scottish Government and the Bishops' Conference of Scotland, the University of Glasgow is responsible for this award, and it is delighted to offer the qualification in 2023-24 to PGDE students at the University of Aberdeen.

The blended learning course will be taught by University of Glasgow staff over two semesters and will involve face to face teaching on the University of Aberdeen campus and online coursework. It will fit with your PGDE timetable and is at no extra cost.

To find out more about the course and to apply please use the following link:

<https://www.gla.ac.uk/schools/education/study/undergraduate/informationforapplicants/catholicteachercertificate/>.

(*More information on eligibility can be found here: <https://sces.org.uk/download/instrument/>)

NB: From the 'PROGRAMME' drop down box, please select the university where you will be completing your programme of study.

If you are interested in applying for this course please do so as soon as possible and, at the latest, by Monday 21st August 2023.

Library/ICT

A wide range of online information can be accessed to support you with any ICT issues and essential Library skills. All information is available on MyAberdeen.

IT services

Having gone through the process of E-registration and MyCurriculum, you can then access:

- Computing facilities and MyAberdeen

Log in using Computer Username
e.g. **t01abp23**

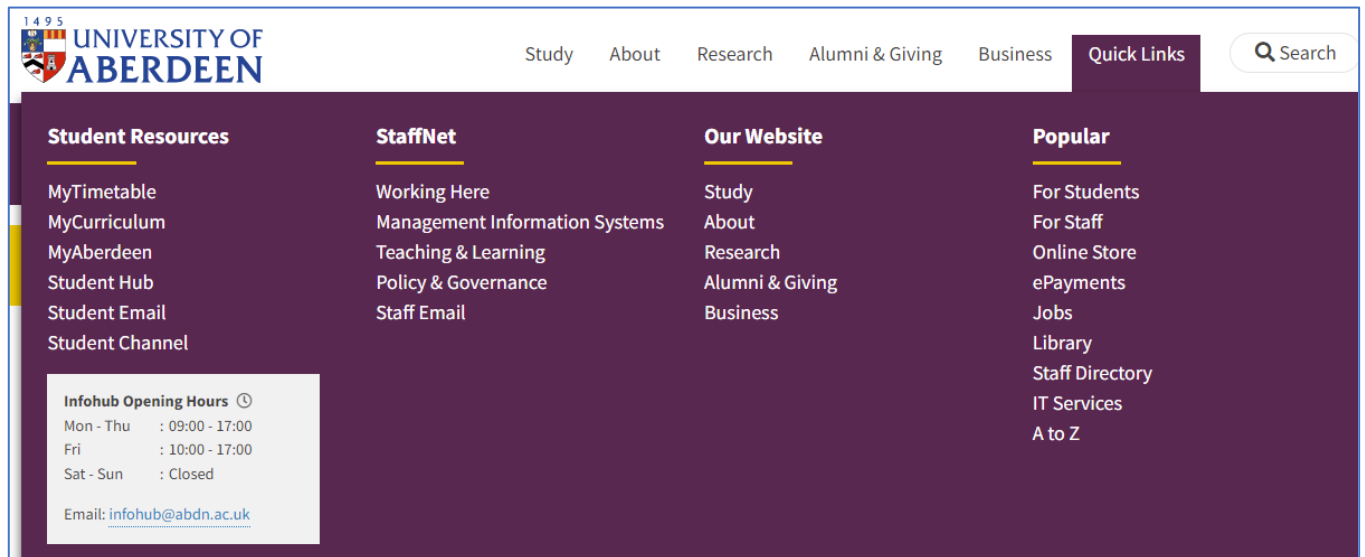
- Student Email

Log in using your email address
e.g. **any.b.person.23@abdn.ac.uk**

Use the same password for both, which you chose as part of e-registration.

Quick links

On the university website: www.abdn.ac.uk Go to Quick Links.



The screenshot shows the University of Aberdeen website's navigation menu. The 'Quick Links' tab is selected, revealing a dark purple dropdown menu with four columns of links:

- Student Resources**
 - MyTimetable
 - MyCurriculum
 - MyAberdeen
 - Student Hub
 - Student Email
 - Student Channel
- StaffNet**
 - Working Here
 - Management Information Systems
 - Teaching & Learning
 - Policy & Governance
 - Staff Email
- Our Website**
 - Study
 - About
 - Research
 - Alumni & Giving
 - Business
- Popular**
 - For Students
 - For Staff
 - Online Store
 - ePayments
 - Jobs
 - Library
 - Staff Directory
 - IT Services
 - A to Z

At the bottom left of the dropdown menu, there is a white box titled 'Infohub Opening Hours' with the following details:

- Mon - Thu : 09:00 - 17:00
- Fri : 10:00 - 17:00
- Sat - Sun : Closed
- Email: infohub@abdn.ac.uk

Here you will find shortcuts to:

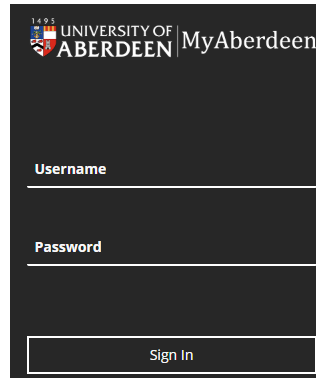
- MyAberdeen
- Student Email
- IT Services

MyAberdeen

MyAberdeen is the Virtual Learning Environment used by the University of Aberdeen. This is where you will find all your course information, materials, resources, messages, announcements and assessment. Once you have access, you will find the **PGDE Programme Handbook** here.

- a) From **Quick links**, select *MyAberdeen*.

At the login page, use your University computer username which you were allocated during e-registration. This is of the form **t01abc23** where the abc are your initials.



Use the **password** that you set up during e-registration.

- b) Once logged in you will see your **courses** listed.

Student email

You **must** use and check your University email account regularly as all communication from tutors, course, MyAberdeen and the University is sent to that account.

- a) Login to this from the same **Quick Links** section.
b) Use the email address you chose during the e-registration process and your password.

The email address will be of a form similar to any.b.person.23@abdn.ac.uk. If you do not know your email address, you will find a note of it in your Student Portal.

The first time you log into student email from the website, you will be required to enter authentication details that can be used should you need to re-set your password at any time.

IT Help

When you need help, visit the Service Desk. This is your first point of contact for IT support.

- Login to MyIT Portal at <https://myit.abdn.ac.uk/>
- Email: servicedesk@abdn.ac.uk

IT Services for Students - www.abdn.ac.uk/it/student

Learners' Toolkit - www.abdn.ac.uk/toolkit/



Student advice and support

The Student Advice and Support team offer a wide range of impartial and confidential advice and support to students on any issue or matter of concern which they might face throughout their time at University, including those of a personal, emotional or financial nature.

The Student Support Advisers also administer the University's discretionary funds, including the childcare fund.

The team can provide specific information and support for students with disabilities, students with mental health issues, and students who require advice on visas and immigration.

Telephone: 01224 273935

Email: student.support@abdn.ac.uk

student.disability@abdn.ac.uk or

student.international@abdn.ac.uk

The website has lots of great information which is updated regularly with support service updates, and resources for students to access online: www.abdn.ac.uk/students/support.

Launched in December 2021, the Student Helpline is available 24/7 and specifically designed for periods normal support services are not. This is open to ALL students regardless of their location.



University of Aberdeen
STUDENT HELPLINE
In the moment counselling or consumer advice

UK Callers: 0800 197 2980
Overseas Callers: +44 (0)1452 623 243

Monday to Friday, 5pm to 9am
24 hours a day during weekends,
bank holidays and UoA closure periods.



The University also uses an app which connects you to the University campus security team in an emergency.

The University can send you important campus information.

You can download the app on Android or iOS and register with your University email.

Optional pre-course reading

If you would like to engage with some pre-programme reading, you can choose from some of the links below or take a look at some of the books on the recommended reading list. Remember to read broadly and think critically – you don't have to understand everything or agree with everything!

GTCS Professional Standards for Teachers 2021

<https://www.gtcs.org.uk/professional-standards/professional-standards-for-teachers/>

The Curriculum for Excellence, especially the Principles and Practice Sections

<https://education.gov.scot/Documents/All-experiencesoutcomes18.pdf>

Realising the Ambition

<https://education.gov.scot/media/3bjpr3wa/realisingtheambition.pdf>

Learning for Sustainability

<https://education.gov.scot/improvement/documents/res1-vision-2030.pdf>

Reflective Practices

https://apiar.org.au/wp-content/uploads/2017/02/13_APJCECT_Feb_BRR798_EDU-126-131.pdf

Recommended course reading

Below is a list of books you will find useful during this year of study and beyond. Some of these books will be referred to by your tutors during the course. Your tutors will also provide links to additional sources, which they will ask you to access to support your thinking.

The books have been organised by theme to support you in identifying the readings you might find most useful at different points in the course. Please note that there is **no expectation** for you to have read each of them in their entirety before joining the course. Initially, choose the ones that interest you the most.

*Available on-line [for free] via the library, once you have your University login

Learning, Teaching and Pedagogy

BATES, B., (2019). *Learning theories simplified*. 2nd edition. London: SAGE Publications.

CREMIN, T. & BURNETT, C., (2018). *Learning to teach in the primary school*. London: Routledge

* <http://www.vlebooks.com/vleweb/product/openreader?id=Aberdeen&isbn=9780203854624>

GAUNT, A. & STOTT, A., (2019). *Transform teaching and learning through talk*. London: Rowman & Littlefield.

HATTIE, J., (2012). *Visible learning for teachers: maximizing impact on learning*. Abingdon: Routledge.

* <https://www.taylorfrancis.com/books/mono/10.4324/9780203181522/visible-learning-teachers-john-hattie>

PALMER, S., (2021). *Play is the way*. United Kingdom: CCWB Press.

Social Justice, Inclusion and Diversity

ARSHAD, R., WRIGLEY, T. & PRATT, L., (2020). *Social Justice Re-Examined: Dilemmas and Solutions for the Classroom Teacher*. London: Institute of Education Press.

* <https://ebookcentral.proquest.com/lib/abdn/detail.action?docID=6403353>.

BLACK-HAWKINS, K., FLORIAN, L. & ROUSE, M., (2015). *Achievement and inclusion in schools*. 2nd edition. London: Routledge.

* <https://www.vlebooks.com/Vleweb/Product/Index/864408?page=0>

HART, S. et al., (2004). *Learning without Limits*. Maidenhead: Open University Press.

* <https://ebookcentral.proquest.com/lib/abdn/reader.action?docID=290385>

THOM, J., (2020). *A quiet education challenging the extrovert ideal in our schools*. United Kingdom: John Catt Educational Limited.

Assessment

CLARKE, S., (2014). *Outstanding Formative Assessment: Culture and Practice*. London: Hodder Education.

* <https://www.vlebooks.com/Product/Index/416781?page=0&startBookmarkId=-1>

Professional Enquiry

BAUMFIELD, V., WALL, K. & HALL, E., (2013). *Action Research in Education: Learning through Practitioner Enquiry*. London: Sage.

* <https://ebookcentral.proquest.com/lib/abdn/reader.action?docID=1110172>

Learning for Sustainability

BEAMES, S., HIGGINS, P. & NICOL, R., (2012). *Learning Outside the Classroom*. Abingdon: Routledge.

* <https://ebookcentral.proquest.com/lib/abdn/detail.action?docID=957269>

MURRAY, P., (2011). *The Sustainable Self: A Personal Approach to Sustainability Education*. London: Earthscan.

* <https://ebookcentral.proquest.com/lib/abdn/detail.action?docID=981647&pq-origsite=primo>

Classroom Climate/Ethos

DIX, P., (2017). *When the adults change everything changes: Seismic shifts in school behaviour*. Carmarthen: Crown House Publishing Limited.

* <https://ebookcentral.proquest.com/lib/abdn/detail.action?pq-origsite=primo&docID=4871033>

WAYNE, K.R. & GRUENEWALD, D.A., (2004). *Ecojustice and Education: A Special Issue of Educational Studies*. Mahwah, NJ: Taylor & Francis Group.

* <https://ebookcentral.proquest.com/lib/abdn/detail.action?docID=1694464>

Academic Support

REDMAN, P., (2017). *Good Essay Writing: A Social Sciences Guide*. 5th edition. London: SAGE.

School Experience

MEDWELL, J. & SIMPSON, F., (2008). *Successful teaching placement in Scotland: Primary and Early Years*. Exeter: Learning Matters.

* <https://ebookcentral.proquest.com/lib/abdn/reader.action?docID=820164>

Book bundle purchasing option

PGDE Primary staff have worked with the Blackwell's campus bookshop to share this year's reading list and create a book bundle of 4 key frequently used titles for the Primary PGDE course, **highlighted in yellow in the reading list.**

BLACKWELL'S
FOR LEARNING · FOR LIFE

This exclusive bundle is specially made just for this course and is discounted to be cheaper than buying the books individually anywhere else online. The bundle price of £65.00 is a saving of £16.97 on the individual books' RRP and is now available to pre-order for collection from the shop, after your induction lecture at the start of the term or for with FREE UK delivery.

PGDE Primary Bundle: <https://blackwells.co.uk/bookshop/product/2100000195046>.

PGDE Primary Full Reading List:

https://blackwells.co.uk/bookshop/readinglists/displaylist.jsp?fm_course=46555

You have 2 different ways to pre-order the bundle or individual books:

You may reserve online or by emailing (aberdeen@blackwell.co.uk) for in store collection or after your induction lecture on Monday 14th August 2023. If only looking for individual books reservation please contact the shop as we will be offering 15% off ALL books at the shop for the first week of teaching.

If looking for free UK home delivery for the bundle, please contact the shop by email with a delivery address & daytime telephone number and we can organise payment over the phone.

This bundle is exclusive to Blackwell's Aberdeen, so please make sure to reserve online from the Aberdeen store so as not to miss out. All books and bundles will be available in-store and at the bookstall at the start of term if not pre-ordered.

If you have any questions at all, please contact the shop by email and they would be more than happy to help. We are open 9-5 Monday to Saturday and 12 -5 Sunday.


Email - aberdeen@blackwell.co.uk

Telephone - 01224 486102

BLACKWELL'S UNIVERSITY BOOKSHOP

Blackwell's Book Bundles

Please reserve online
or by emailing
aberdeen@blackwell.co.uk



Module: PGDE Primary Bundle
RRP: £81.97
You save: £16.97
Blackwell's Price: £65.00

Pre-order for in store collection in store or after your induction August 14th or free UK delivery