



Primary Cause for Concern Action Plan Academic Year 2018-2019

Trainee's Name: Year of Entry: School: Issue date of Cause for Concern:		Class teacher (CT): School-Based Tutor (SBT): Partnership Tutor (PT): Review date: [5 working days after completion of this document]	
---	--	--	--

Current Strengths	
--------------------------	--

Current areas for development			
Targets to be addressed	Related Standards/ Code of Prof. Conduct	Action to be taken by the trainee	Additional Support from school based tutor and/or other school staff

Trainee to put a paper copy in SE file and up-load onto Mahara page

Review of Cause for Concern Action Plan

Date of Review Meeting:

Targets to be Reviewed	Targets Met? (YES/NO)	Evidence to confirm the target(s) have been met/not met

For Completion at Review Meeting			
Status of work of trainee	Not Meeting the Standards	Meeting the Standards	
		Beginning	Consistently

- If the trainee has met the targets set on the cause for concern and demonstrated sufficient progress, page 2 to be completed and emailed to the Faculty of Education Office (email to: m.p.bayliss@newman.ac.uk).
- If the trainee has not met the targets or demonstrated sufficient progress [not meeting the standards] the PT/SBT will discuss ending the placement and awarding a fail grade.

Trainee to put a paper copy in SE file and up-load onto Mahara page