**Review & Analysis - Record of weekly meeting:**

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| Student: | Subject: | Date: Click or tap to enter a date. |
| Placement School: | School-based tutor: |

**Part A:** Discussions: Comments from observations; summary of any training sessions:

*Please refer to Curriculum Themes.*

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**Part B:** Weekly Summary and Targets: *(not all questions may be appropriate in the earliest stages of training)*

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| **Lesson strengths: *(three minimum)*** | **Themes:** |
|  |  |
| **Development targets arising out of this week: *(one minimum, no more than three).*** | **Themes:** |
|  |  |

Name: Role:

Signed:

Signed (Student)

***Student*** *to upload signed & dated copy of this weekly meeting record to their e-portfolio.*

***Student*** *to send signed copies to* ***School-based Tutor*** *and* ***University-based Tutor****.*