## Action Plan

<table>
<thead>
<tr>
<th>Details</th>
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</thead>
<tbody>
<tr>
<td>Teacher Education Student Program</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Method(s)</td>
<td></td>
<td>Please circle: PE1 or PE2</td>
</tr>
<tr>
<td>University liaison</td>
<td></td>
<td>Academic Year and Semester</td>
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**Reason for this action plan:**
- [ ] Needing additional time in the classroom
- [ ] Needing changes in supervision at the school level
- [ ] Needing additional mentoring by university
- [ ] Other (please specify):

**University staff member responsible for development and monitoring of this action plan:**

**Action to be taken by the Teacher Education Student**

_Dates for completion to be specified where appropriate_

**Action to be taken by the university**

_Dates for completion to be specified where appropriate_

**Action to be taken by the school (if appropriate)**

_Dates for completion to be specified where appropriate_
**Signatures**

<table>
<thead>
<tr>
<th>Role</th>
<th>Date</th>
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</thead>
<tbody>
<tr>
<td>Teacher Education Student</td>
<td></td>
</tr>
<tr>
<td>Program Convenor</td>
<td></td>
</tr>
<tr>
<td>PE Coordinator</td>
<td></td>
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<tr>
<td>Head of School or nominee</td>
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**Comments on success of action plan**

**Outcome(s)**

- [ ] Student given satisfactory assessment  
  Date:
- [ ] Student given a fail  
  Date:
- [ ] Other (please specify)  
  Date:

**Guidelines for completing this action plan**

In the first instance, please refer to the Procedures for Teacher Education Student requiring support chart in the PE handbook (Appendix 21.)

This action plan is drawn up collaboratively by the Supervising Teacher and the University Liaison. In some cases, the action plan may be devised after an unsuccessful practicum by the Academic Convenor and Professional Experience Coordinator.

The Head of School's permission may be sought in instances where additional time in either the same school or a different school is suggested to address the areas of concern. In such cases, this action plan is likely to be implemented over a longer period of time and possibly in 2 schools.

An adequate time frame should be given to allow the Teacher Education Student to show improvement. This should be detailed on the action plan.