PHASE 1 CONTINUED

Before placement

Teaching Pathways
LEARN · MENTOR · GROW

Prepare yourself

1–2 weeks before

- [ ] **Research the school:** values, wellbeing approach and School Improvement Plan (SIP).
- [ ] **Learn the acronyms** you'll hear in the staffroom (see the Teaching Pathways Acronym List).
- [ ] **Review the curriculum** for your year levels and subjects.
- [ ] **Set 2–3 placement goals** linked to the Australian Professional Standards for Teachers (APST).
- [ ] **Set up a placement folder** or journal for lesson plans, feedback and evidence.
- [ ] **Practise classroom language:** getting attention, giving instructions, checking understanding.
- [ ] **Prepare a short introduction** about yourself for students and staff.

Plan your journey

Week before

- [ ] **Do a trial run** of your route at the same time of day you'll travel.
- [ ] **Plan to arrive 30 minutes early** and know a backup route.
- [ ] **Top up your transport card** or check the school's parking rules.
- [ ] **Save the front office number** in your phone.

The night before

Night before

- [ ] **Pack your bag** using the "What to bring" list.
- [ ] **Lay out your outfit:** professional, comfortable, closed-toe shoes.
- [ ] **Prepare lunch, snacks** and a water bottle.
- [ ] **Charge your laptop and phone**, set two alarms and get to bed early.

Sample email to your mentor

Dear Ms Nguyen,
My name is Alex Chen and I'm a pre-service teacher from [university]. I'm looking forward to starting my placement with you on [date]. Could you let me know what time I should arrive, where to report, and any class timetables or unit plans I could review beforehand? Thank you, I'm really looking forward to learning from you.
Kind regards, Alex

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