

Incomplete or Unsatisfactory Practicum

Incomplete Practicum:

If a pre-service teacher is unable to complete a practicum because of illness or other circumstances requiring compassionate consideration, a make-up schedule will be developed as soon as convenient for all involved (school, associate teacher, pre-service teacher, School of Education). The pre-service teacher must first satisfy the Director of the School of Education and the B. Ed. Manager that he/she is able to enter a new practicum experience. Depending on the circumstance this may require medical or other documentation.

Failing the Practicum: A practicum may be judged unsatisfactory for several reasons.

- Unprofessional actions or behaviour
- Poor work ethic
- Unprofessional attitude
- Lack of preparation
- Lack of progress in skill development (inability or unwillingness to respond to constructive advice/guidance)
- Lack of rapport with students or others in the school
- Unsatisfactory attendance

A practicum teacher who fails a practicum will meet with the Director of the School of Education and the B. Ed. Manager. The pre-service teacher's status becomes conditional upon satisfactory progress in the program and successful completion of a make-up practicum. A second unsatisfactory practicum will result in failure of the B.Ed. program.

The student must complete a **Practicum Preparation Plan (PPP)** with their University mentor and B.Ed. Program Manager and be successfully signed off on all requirements with the approval of their University Mentor, the B.Ed. Program manager, and the Director of the School of Education, **prior to being eligible to enroll** in the next available offering of the practicum course. The student will be required to undertake the practicum again in full, with no credit given to an incomplete or unsuccessful placement.

A meeting will be conducted to outline the details of the PPP and what is required to successfully complete the PPP including any goals or actions. Support will be offered to the student by the B.Ed. Program Manager during the PPP process. PPP form must be signed by the student, the B.Ed. Program Manager, and the Director.

Once the B.Ed. Program Manager has advised the Director that the PPP has been completed satisfactorily, the student is able to enroll in the next available offering of the practicum experience.

Completion of an PPP does not guarantee successful completion of the next practicum – the intention is to provide the student with appropriate support and guidance prior to re-attempting practicum.”

Pass with Reservation: In certain cases, an associate teacher and the university advisor may decide that while the pre-service teacher meets a number of evaluation criteria, others are not yet satisfactory. Specific goals addressing those areas are developed and carry forward into the subsequent practicum experiences.

If a student receives a “Pass with Reservation” in a practicum, it is required that they receive a clear “Pass” or “Fail” in all subsequent practicum.

A “Pass with Reservation” is not applicable for Practicum #4 (EDUC 4933).

A student who receives a “Pass with Reservation” must complete an **Individual Preparation Plan (IPP)** as outlined above.

Practicum Extension: A pre-service teacher is deemed to be making steady progress towards specific goals and it is felt, by the associate teacher and university advisor, that more time (but not an additional full practicum) would help the student achieve a successful outcome.

Who makes the decision?

Decisions concerning either a “Pass with Reservation” or a “Failure” are made jointly by the associate teacher and the university advisor, representing the School of Education. The School of Education will support an associate teacher’s recommendation and it is important that the process leading to the decision is accompanied by frequent and on-going **documented** conversations with the pre-service teacher, discussion with the university advisor and an Observational Concerns process.

A pre-service teacher who has failed a practicum is permitted another chance; this is University policy. After two practicum failures a pre-service teacher will be withdrawn from the program.

