## School of Education

Professional Experience

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Dear Principal/Placement Coordinator,

## PROFESSIONAL EXPERIENCE

Thank you for considering supporting a Curtin Initial Teacher Education (ITE) pre-service teacher as they undertake their professional experience unit as part of their ITE course.

The pre-service teacher can provide you details about the course and unit they are enrolled in and the requirements of the placement. Each placement is to be undertaken according to the School of Education Professional Experience calendar, and there is a handbook which details the expectations of the placement, including roles and responsibilities, teaching loads and assessment requirements.

Before a pre-service teacher can undertake a Professional Experience placement in a school or centre, they must have submitted:

- Any theory components of the unit due before the placement
- A Working With Children Clearance applicable to their state
- All other mandatory requirements applicable to their state
- Signed a Curtin Code of Conduct

We sincerely hope that you will consider supporting our student in your school/centre on their Professional Experience. We are eager to support both our student and you as a school/centre, so please do not hesitate to contact the Professional Experience Team at <a href="mailto:professional.experience@curtin.edu.au">professional.experience@curtin.edu.au</a> should you have any further questions or enquiries regarding Professional Experience.

Yours sincerely

## **Melissa Brodie**

**Program Manager, Professional Experience and Student Engagement** 

Professional Experience School of Education Curtin University

## **Billie Thomas**

**Program Manager, Industry Engagement**