



TEACH PHYSICS

Information Pack

for Students 2017



The Ogden Trust
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making physics matter

The Ogden Trust Teach Physics Programme 2017



making physics matter

Overview

As part of its support of physics teaching, The Ogden Trust has arranged a number of internships in the science departments of innovative state schools around the country. The objective of the programme is to increase the number of physics graduates who go on to pursue a teaching career in the UK state school sector by giving the participants a taste not only of teaching, but of broader school life. We know that experience such as this will assist graduates who wish to apply to do teacher training.

The internships take place at the end of the school year, after the university exams, so that interns can have an intense block of time in school. School life at this time of the year is a little unusual, however, because the external exam students in years 11 and 13 (and perhaps year 12 in some schools) are unlikely to be in school. Interns generally work with students in years 7 – 10, therefore, and sometimes with primary age children on secondary school transition events. It is important to remember that a lesson is a lesson, though, and learning how to plan and deliver a good one is not simply about advanced subject knowledge. It is unrealistic to imagine that, if you were to become a physics teacher, that you would spend most of your time teaching advanced physics to advanced students; you will get a more realistic idea of what being a teacher is like by engaging with younger students, perhaps even in an occasional chemistry or biology lesson, though the emphasis will be on teaching physics. There are often other activities going on in school at this time (trips, sport, visual and performing arts etc.) with which interns can become involved depending on their special interest.



Role Description

Interns must recognise that working with young people puts them in a responsible and trusted position. This requires them to behave in a professional and appropriate manner, appreciating that they are in a position of authority and clearly defining the line between teacher and student.

Interns will be given opportunities to learn, lead and develop skills as judged appropriate by their mentor/supervisor at the school. Interns are expected to listen to constructive advice given by school staff and act upon feedback given.

An intern's timetable is likely to include elements from the following (**items in bold are compulsory**):



- **preparing and delivering a lesson/part of a lesson, either solo or jointly with another intern**
- creating a new one-off curriculum-based enhancement activity
- running, or assisting with, extra curricular clubs or societies
- **giving a presentation about university admissions and undergraduate life**
- **supporting teachers with teaching and learning in the classroom**
- observing a lesson in another department
- accompanying pupils, teachers and support staff on school trips
- assisting with end-of-term events such as drama productions, exhibitions & sports activities
- doing a break or lunchtime supervisory 'duty'
- attending a departmental, management or Governors' meeting
- attending a parents' evening

- In addition, **interns will be expected to keep a reflective diary** in which they record their observations and changing reactions to teaching over time; this diary should be kept in real time and then summarised for presentation (in written form) to the Trust. Full guidance on this will be given to the successful applicants, though examples of the diaries are available for you to read now on the [Trust's website](#).

Further information



In most cases, the appointed interns will be invited to their school for induction at a mutually convenient date before the internship starts, usually around the Easter holidays. This is to allow interns to familiarise themselves with the site, meet key people, be given an outline of their timetable, discuss expectations, receive advice on how to approach lessons, deal with pupil behaviour etc. and consider the age group to which they might make their careers presentation. The Ogden Trust will pay the travel expenses of the intern on this day on production of receipts; it is not envisaged that an overnight stay will be required.

The Ogden Trust takes the safeguarding and well-being of children and young people seriously and supports schools in their procedures to keep children safe. All interns will be required to go through a DBS (Disclosure and Barring Service) check. It is the responsibility of the school to organise this but if you already have clearance for another reason, do let the school know as soon as possible. Some schools may still prefer, or be required, to apply for their own on your behalf, though. You are likely to be asked to bring identification documents with you to the Induction Day to support the DBS check. Please provide what you are asked for as soon as possible as DBS checks have been known to take up to 12 weeks to process and you cannot start your internship without it.

In 2011, The Ogden Trust introduced new funding for selected PGCE Physics students. Successful participants in The Ogden Trust's *Teach Physics* internship programme will be given priority for this funding, worth £2500.00. Further information about this can be found on the [Trust's website](#). Specialist advice on teacher training options is available to interns on an informal basis from one of the Trust's educational consultants.

Here's what the 2016 interns said:

"Before, I wasn't going to go into teaching; I'm now going to apply to be a Teach First science teacher upon my graduation based solely on how much I've enjoyed this internship"

"This is a wonderful programme, and I will recommend it to anyone I know who would like to pursue a career in teaching physics."

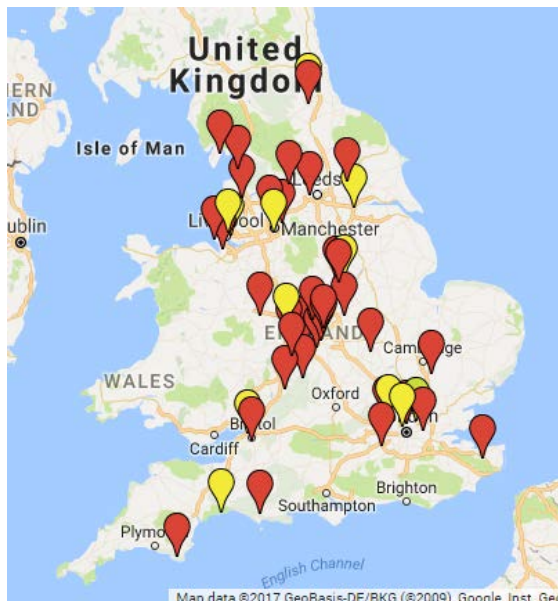
"The support from everyone here was fantastic, knowing where to push me to gain experience and confidence but also making me feel comfortable with what I was doing"

"I think the Teach Physics programme has been incredible and I've really enjoyed my time! Time has gone so quickly. The organisation and admin have been super simple and easy. Completing the reflective diary has also been very useful making me reflect on my own work at the school and things that I have learnt"

"The school gave us a timetable of lessons to observe and help out in, either individually or together. Being with these classes regularly helped to build up a relationship with them, which made delivering a lesson/the workshop much easier. The department really treated us like members of staff and we attended staff meetings, faculty/joint faculty meetings and we also got to help out on Sports Day."



Participating Schools



The schools offering places are all in England, though applicants from other parts of the UK, or attending universities there, may apply. You can find the locations of schools that are already offering places for this year by clicking on the [map](#). There is a mix of schools including 11-16, 11-18, comprehensive and grammar schools, single and mixed sex. If you click on the marker for each school on the map, you will find a link to its website so you can find out a bit more about it. The provisional dates for the internship at that school are also given there, though they are subject to confirmation. Applicants are asked to state a preferred location close to the schools shown on the map (or none, if that is the case) as we have found, in the past, that the most important factor for applicants has been accommodation and travel considerations, not the actual school.

If you do not have accommodation near one of the markers on the map, think carefully about whether you want to apply, as you will have to find and pay for accommodation. It may be possible to find a school in another area but only if we already have established links there through one of our other schools programmes. Unfortunately, there is no possibility of finding a school in an area where we do not have existing links with a school.

It is important to note that we cannot guarantee a place at a school for every suitably qualified applicant. The demand for places may outstrip the supply and, although we will attempt to find suitably located schools for good applicants, this is not always possible. The number of applicants from each university that advertises Teach Physics changes every year and we have no way of knowing where students will have accommodation, so the time-frame in which we can seek additional schools can be tight. However, if it is not possible to recruit a new school into the programme for this year, we will attempt to do so for next year and many applicants will find they have another chance to apply in the future.

Participating Schools (provisional list for 2017, correct at time of going to print but subject to change): Alcester Grammar School, *Alcester*, Alexandra Park School, *London*, Alsop High School (tbc), *Liverpool*, Ashton Community Science College, *Preston*, Balby Carr Community Academy, *Doncaster*, Bishop Barrington School, *Bishop Auckland*, Bishop Challoner Catholic College, *Birmingham*, The Blue Coat School, *Oldham*, Chipping Campden School, *Chipping Campden*, Cleeve School, *Bishops Cleeve*, Colyton Grammar School, *Colyton*, The Derby High School, *Bury*, Fulford School, *York*, Heathcote School & Science College, *Chingford*, Henrietta Barnett School (tbc), *London*, Higham Lane School, *Nuneaton*, Holly Lodge Girls' College (tbc), *Liverpool*, Jo Richardson Community School, *Dagenham*, Kenilworth School, *Kenilworth*, Kimberley School, *Nottingham*, Kingsbridge Academy, *Kingsbridge*, King Edward VI Five Ways School, *Birmingham*, Lancaster Girls' Grammar School, *Lancaster*, Linton Village College, *Cambs*, Neston High School, *Neston*, Nicholas Chamberlaine School, *Bedworth*, The Polesworth School, *Tamworth*, Pudsey Grangefield School, *Leeds*, The Redhill Academy, *Arnold*, Rickmansworth School,

Rickmansworth, RSA Academy, Tipton, Rushey Mead School, Leicester, Salesian School, Chertsey, Seven Kings School, Ilford, Sidney Stringer Academy, Coventry, Simon Langton Grammar School for Boys, Canterbury, Sir Christopher Hatton Academy, Wellingborough, South Craven School, Keighley, St Augustine's Catholic High School, Redditch, St Bede's Catholic College, Bristol, St Mary Redcliffe and Temple School, Bristol, The Telford Langley School, Telford, Thomas Hardy School, Dorchester, Trinity Catholic School, Nottingham, Ulverston Victoria High School, Ulverston, Watford Grammar School for Boys, Watford, West Kirby Grammar School, West Kirby, William Hulme's Grammar School (tbc), Manchester

Who are we looking for?

Applications are sought from undergraduates in their second year or above, or from post-graduates who can spare the specified amount of time, for these positions. The schools are looking for students who are self-motivated, enthusiastic, show initiative, able to think on their feet, mindful to the responsibility of working with young people and open to receiving feedback. Any experience working with young people either in a group or one-to-one situation is useful, as is experience teaching or instructing adults or children (perhaps in a sports or arts activity). Each school is different and structures their own internships in their own way but it is certainly true that the more you put in, the more you will get out, so applicants are expected to have a cheerful, positive attitude and be willing to follow guidance from teachers and take on new challenges.

Application

The following conditions apply:

Eligibility

Physics (including joint physics and astronomy) undergraduates in their second, third or fourth year of study may apply (or post-graduates approaching the end of their studies where the time commitment can be fulfilled); engineering undergraduates will also be considered.

Nationality

EU nationality **and** normally resident in the UK; other nationalities will be considered if permanent residence in the UK can be proven; students from outside the EU who only have a student visa cannot apply.

Duration

Internships will last for approximately one calendar month at the end of the school term. Most schools finish on Friday 21st July 2017, which means the internship will run from Monday 19th June. However, there are a couple of counties that finish about a week earlier than this in which case the internship will start earlier. All internships start after the university exams finish. There is some room for minor flexibility.

Contract

Successful candidates will be required to co-sign an Agreement between themselves, The Ogden Trust and the host school to confirm the terms of the internship and the responsibilities of all parties. On completion of the internship, the intern will be required to send electronic copies of a number of documents to the Ogden Trust, including the reflective diary.

Remuneration

The rate is £52 per day, up to a maximum of £260 per week. This will be paid without the deduction of tax or national insurance but may form part of the student's overall taxable income for the year 2017/2018. A minimum of 35 hours per week is expected for a full week, but this is set by the school and some weeks may be longer than others depending on what is needed/expected locally.

Payments

Interns will be paid **by cheque** at the end of their internship subject to receipt of the reflective diary, an endorsement form from their host school to confirm their appropriate conduct during the internship, a time sheet and notification of the payment address. If they are sent to the Trust by the end of July, interns can expect to receive their cheques in the third week of August. Interns may apply for an advance of up to £600 to cover the cost of travel or accommodation during the internship; the amount granted to be deducted from the final payment. The earlier an advance payment is requested, the better.

Travel and Accommodation

There are no additional payments for travel and accommodation. The costs of these must be borne by the intern. **Please consider this carefully when deciding whether to apply.** Travelling expenses incurred to attend induction may be reclaimed from the Trust with receipts; train travel to induction is preferred.

Application and Selection

Unless otherwise instructed, applicants must submit an electronic application form by the closing date. References will be requested soon after applications are received so please ensure your referees are aware that you are applying for a teaching internship. The [application form](#) is a Google document, the link to which is posted on the Trust's website. If you have any difficulties with the form or think you have made a mistake after submitting it, please contact **Isla Stanger**. If you are a mature student, you will also be required to send a CV to account for your time between leaving school and starting university. Other candidates should not send a CV. If you took a gap year, you will be asked about this on the application form.

Contact methods:

Email: isla.stanger@ogdentrust.com

Tel: **01223 761845**

Our aim is to find all high-calibre applicants a place. However, this is not always possible due to over demand for places and/or the locations to which applicants are able to travel. The information provided on the application form is used to rank the candidates and then the process of matching them

to their preferred schools takes place. We try to match the highest-ranking candidates to their first choice of school but this is not always possible – it depends on the spread of applications across locations. Once suitable candidates have been identified and matched to a school, their details are passed to the appropriate host school for final approval. The host school will conduct a telephone or Skype interview with the candidate before making a final decision. Places will be provisionally offered, subject to references and DBS clearance, by Monday 13th March 2017; all applicants, successful or not, will be contacted.

We understand that students may be applying for several internships or other work opportunities during the summer. If, between the period of applying for Teach Physics and places being allocated, you accept another placement elsewhere, it would be appreciated if you could let Isla know so she can allocate your potential place elsewhere.

Successful applicants will automatically become members of [The Ogden Trust Alumni Association](#) and invited to register on its database. By so doing, members can take advantage of other opportunities (grants, events, trips, networking etc.) offered by The Trust, according to the eligibility criteria for each activity. Follow us on [twitter](#) or *Like* our [Facebook page](#) for further information.

Data Protection

The data collected on your application form will be used to assess your suitability for an internship and administrative tasks connected to that process. It may also be used to contact you to follow-up and monitor the success of the programme. It will be used in the registration process to our alumni association so that we can keep you informed about opportunities that might interest you such as grants, networking events and trips. We will not share your data with external organisations except for the school or schools for which your application is being considered. If you attend a university where there is an Ogden Science Officer, we may share your email address with that person in relevant circumstances, such as if they are arranging an event that is related to your studies or an Ogden alumni activity. Please contact Isla if you wish to discuss this in more detail.

Closing Date

Unless otherwise stated, the closing date for receipt of applications at The Ogden Trust office is: **Tuesday 7th February 2017.**

Any other questions?

Please direct any other questions to Isla Stanger.