

A&TT Minutes 1 March, 2019 @ 1pm

Attendees: Tessa Meek, Susie Lever, Rosie Holland, Clare Davenport, Wendy Norwood, Tamar Munch

Item	Discussion	Action Points
Minutes from last meeting	Minutes from 12 February 2019	Unanimously passed.
1. Intro assessment update	<p>Currently application numbers are at 12 but there are some queries on a few of the applications in terms of eligibility.</p> <p>NB: Anne-Marie has indicated she'd prefer no more than 8 people sitting in assessment.</p> <p>Panels final etc?</p> <p>Kathryn Newsham. How to we take her requirements into account regarding the Intro assessment and our correspondence to her.</p> <p>Query from Cornelia re the schedule (to time with flights)</p>	<p>Wendy to send applications to Anne-Marie as the Introductory Moderator and then make further decisions from there, in conjunction with AM.</p> <p>Intro Panel is confirmed.</p> <p>Christchurch is confirmed venue. A second Intro assessment in 2019 is still TBC pending discussions around eligibility & final numbers.</p> <p>Wendy to liaise with AM on this</p>
2. JI 1 & JI 2 assessment update	<p>Update from Clare: A total of nine applications for JI1 (6) & JI2 (3) however only one of them fulfils all of the requirements. Some queries around some of the candidates' referrals and paperwork.</p> <p>Are panels now finalised?</p>	<p>Moderators to take the queries into account and work through each application on a case-by-case basis in light of the eligibility criteria.</p> <p>JI1 assessment panel confirmed. Suzi Carson confirmed to observe. Cornelia confirmed to assess.</p>
3. JI 3 assessment update	<p>Update from Suzie Lever: 4 applicants for JI3.</p> <p>Query re referral forms.</p>	<p>Application form needs to be updated for 2020 to ensure applicants have referral forms from their trainers.</p>
4. SI 1&2 assessment update	<p>Moni has confirmed that no applicants for SI1 or SI2 this year.</p>	-
5. All Assessors meeting	<p>Update from Rosie.</p>	<p>Rosie to add item to the 2019 AA agenda to have someone to be</p>

		<p>responsible for catering at future meetings</p> <p>Agenda item to clarify distinction between referral vs verification.</p> <p>AA meeting note-taking duties: Jo Peden has confirmed she can do it.</p>
<p>6. Any other business</p>	<p>A&TT have concerns about the poor quality of applications - questions around applicant eligibility, people not providing the necessary paperwork, etc.</p> <p>Agenda items for next A&TT meeting:</p> <ul style="list-style-type: none"> • Electronic application/enrolment forms • Jyoteeka is interested in observing - poss idea to stage a mock assessment for up and coming assessors at next year's All Assessors' meeting 	<p>Rosie - add to agenda item for All Assessors meeting re encouraging all teacher trainers to get their trainees to adhere to the rules, get onto applying early and encourage that as part of the teacher training culture.</p>
	<p>Next meeting: Tuesday April 2, 2019 @ 1.30pm</p>	