Clinical Placement Procedures for School Partners
Session Agenda

1. Introductions
2. Overview of the Office of School & Community Partnerships
3. Program Redesign & Clinical Changes
4. Clinical Placement Procedures for Schools & Contacts
5. Clinical Procedures for Students
6. Troubleshooting
7. Questions & Answers
Session Facilitator

- Dr. Tisha Greene, Assistant Dean - Office of School & Community Partnerships
Office of School & Community Partnerships

• Formerly the Office of Field Experiences.
• Place student teachers & yearlong internships & early clinicals.
• Students will either be placed for early clinicals, yearlong internship 1 or yearlong internship 2.
  • The Yearlong internship 2 schools are also our partnership schools and includes the student teaching semester.
• We also support schools and community organizations with hosting events, professional development and other educational initiatives.
Important Definitions

- **Faculty Site Coordinators** = aka Site Coordinator. Former University Supervisors. The supervising faculty who serve as the contact for student teachers and provide supervision.
- **Candidate** = University students completing a program toward an education license.
- **Clinical Educator** = Site-based teacher hosting the candidate during the clinical or student teaching experience.
Program Redesign

• All programs were redesigned so that both undergraduate and graduate candidates will experience a yearlong internship.
• Undergraduate candidates will experience two yearlong internships.
• The first yearlong internship occurs during the junior year (second semester sophomore year for middle grades candidates).
• The second yearlong internship culminates in student teaching for all candidates.
Program Redesign Continued

• The redesign included school partners.
• The inclusion of a second yearlong internship was to provide candidates with additional opportunities for field experiences.
• We are seeking partner schools who will host candidates for the yearlong internship 1. These candidates will be in their junior year.
• Most will spend time working with students in one-on-one or small group settings. They will rarely teach whole group.
Clinical Placement
Clinical Placement

• **Most** candidates are either in early clinical experiences (EDUC/SPED 2100 or 3100 courses) or in their yearlong 1 or 2 internship.

• Candidates outside of the early clinical experiences will spend a **full year** at your school site prior to student teaching.

• This is a great recruitment tool and opportunity for candidates to have field experiences outside of the classroom setting.
Procedures for School Contacts

• Candidates begin signing up for clinical experiences the first week of classes (August 19, 2019).
• During the first week of September, school contacts will be sent a URL to use throughout the semester to access the list of students who have signed-up for their school in real time.
• Candidates are asked to wait until after the first week of school to begin their clinical placement experience at schools.
Procedures for School Contacts Cont.

- School contacts will be asked to submit a spreadsheet of clinical educators hosting candidates on or around November 1, 2019.
- These clinical educators will be sent a dispositions survey on our candidates at the end of the semester.
Example

https://ofoclinical.uncc.edu/SchoolAppointments.aspx?SchoolID=600-308&TermID=20189
Procedures for Candidates
Clinical Procedures for Candidates

• Candidates must adhere to the background clearance requirements for the school/district.
• Candidates should confirm the time/date with the school contact or the clinical educator (to whose classroom they have been assigned).
• In some cases the candidate may need to observe more than one classroom/clinical educator.
• Candidates should have the clinical educator/school contact sign-off on the attendance log at each visit.
Clinical Procedures for Candidates Cont...

- Field Experience Checklist activities should be discussed and agreed upon by the clinical educator and candidate.
- Additional activities may be assigned by course instructors and may not be listed on the checklist.
- School contacts/clinical educators should contact the Office of School & Community Partnerships or the course instructor if there are any questions or concerns.
Clinical Procedures for Candidates Cont...

- Candidates must adhere to the Dress Code Policy and all school and district rules/policies
- At the end of each semester, a survey is sent to the clinical educator to evaluate the candidate’s performance.
- We utilize this survey data to make program improvements and to provide accountability.
Troubleshooting
Troubleshooting

• Candidates should always adhere to the Cato College of Education Dress Code Policy.
• Candidates must always remain professional and positive. They are guests in your school.
• To avoid issues of not completing their clinical/internship hours, we will request a list of clinical educators hosting students at your school & their email addresses.
• Contact our office or the course instructor for ANY AND ALL concerns.
• Refer to the Clinical Progression Charts for course requirements and clinical hours.
Questions?
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