



LIVERPOOL
JOHN MOORES
UNIVERSITY



Secondary Route All Subjects

**Postgraduate Certificate in Education
September 2024 entry**

SELECTION DAY GUIDE



WELCOME TO LIVERPOOL JOHN MOORES UNIVERSITY

Congratulations on gaining an interview!

We are delighted that your application has been successful so far and we are really looking forward to speaking with you on your Selection Day.

Why study with us?

We are exceptionally proud of our Secondary Education programme and the fantastic experience our teacher training students gain while studying at LJMU.

As an institution, LJMU has strong, long held relationships with partner schools across Greater Merseyside and the North West, meaning that we're able to place our students in schools that are a commutable distance from where you live. These schools work with us to give you the best possible support and training to reach your full potential as a Secondary teacher.

These are some of the comments from last year's cohort:

'I have thoroughly enjoyed the sense of community that has been encouraged throughout the course. I feel that I and many other trainees have greatly benefitted by being able to regularly share ideas and discuss difficulties with one another. I have never felt alone on this course or that I have had nobody to turn to as all trainees have been encouraged to be supportive to one another.'

Throughout the year I have felt fully supported personally and professionally during both of my placement experiences by both my ITT school mentor and my LJMU Liaison Tutor.

If you have any questions about the interview process or studying at LJMU, please don't hesitate to contact the Admissions Team - education@ljmu.ac.uk

Best wishes

Camilla Cole
Programme Leader

YOUR SELECTION DAY

Please read this document very carefully. It explains our entry procedures, gives you a good idea of what to expect and confirms how you can prepare in advance in order to be confident on the day. Although our selection process is rigorous, please do not be anxious; we are a friendly and welcoming community who genuinely want you to succeed in your choice of a career in teaching.

Important: Interviews will be conducted virtually via Microsoft Teams. Your booking confirmation will include a Teams meeting link to join the Welcome talk which is compulsory for you to attend. You will be allocated your individual slot for your interview on the day, and you will normally receive your interview link during the Welcome talk. Please ensure you have access to Microsoft Teams.

Please ensure you have a form of photo identification at your interview eg passport or driving license (a provisional is also acceptable) and that you have a device you are confident that you can access Microsoft Teams.

Please check that your Microsoft Teams settings show your full name and ensure you join the Teams link 5 minutes before your allocated interview time. Your interview is with a member of the LJMU Secondary team and is expected to last 20 minutes

For your individual interview your camera must be turned on.

Please note, if you are successful, a condition of your offer will be to provide clear and legible copies / pictures of your GCSE English Language and Mathematics certificates (or equivalent), 2 references ([guidance for references](#)) as well as your degree if you have already completed this. You will be emailed information with a link on how to upload/send these to us once your offer has been processed.

If you believe you hold an equivalent qualification, please ensure you contact the Education Admissions Team **prior to your Selection Day** to ensure that we accept it. It is vital we confirm that your qualification IS equivalent. We do not accept Level 2 qualifications as equivalent.

ASSESSMENT AND INTERVIEW

There are two compulsory elements to the Selection process:

1. **Individual Interview**
2. **Subject-Specific Tasks (for some subjects)**

During this interview process, you will be assessed on communication, leadership, resilience, interaction and empathy; as well as the content of your responses and potential to engage learners.

There are also subject-specific tasks for some practical subjects (see below).

Part 1: Individual Interview (20 minutes)

There are four questions and a Prepared Task in your individual interview. You are advised to be concise and restrict your responses to questions (between one and two minutes), unless otherwise indicated. In preparation for your interview, you should prepare for the following task:

How would you teach an introductory lesson about (a specific topic / concept / process) to Yr 7 pupils? To support your planning for this lesson, refer to strategies for learning (e.g. modelling), resources and activities for children to demonstrate their learning.

*Please refer to **Appendix 1** for subject specific content you should focus on. You should plan to present your ideas in approximately 3 to 5 minutes, using appropriate resources to illustrate them (you will not have access to computer / PowerPoint for this task).*

You can find the assessment criteria for the Prepared Task in Appendix 2. You are welcome to bring notes, planning and example resources into the interview to support your delivery.

Part 2: Subject Specific Tasks (for some subjects only)

Due to the practical nature of art and design, design and technology and modern languages, there are additional tasks for interviewees to complete prior to and/or during the interview. Please see Appendix 3 for further details.

What happens after my Selection Day?

Following your Selection Day, we will make a decision as soon as possible as to whether we can offer you a place. We will notify DfE Apply of our decision. Offers are always conditional based on a satisfactory DBS check and Medical Clearance being obtained by LJMU and evidence of your certificates (GCSEs and degree). Other conditions may apply, based on your achievement of our specified entry requirements. All conditions have to be evidenced prior to enrolment onto the programme.

Offer Conditions

Any offer is usually conditional on your achievement of specified entry requirements. Your offer will include:

- Achieving a 2:2 or above in your honours degree (or equivalent as confirmed by NARIC for overseas qualifications). If you have already achieved your degree, we will require a copy of this*.
- Copies of your GCSE English Language and Mathematics certificates* or equivalent (you must check any equivalence with us as not all are acceptable for teacher training courses).
- Completion of Modern Languages written test for PGCE Modern Language applicants only
- 2 references ([guidance for references](#))
- Obtaining a satisfactory Disclosure and Barring Service (DBS) check
If you are part of the DBS Update Service and have a DBS Enhanced certificate working with children, we can accept this if you send us a copy to verify. Alternatively, LJMU will contact you separately once you have made LJMU your Firm choice usually from May of the year you are expected to enroll on the course and onwards.
- Successful completion of Medical Clearance process (LJMU will contact you separately once you have made LJMU your Firm choice usually from May of the year you have applied to the programme and onwards).

*You will be contacted following any offer being made with how and when this information will be required for completion and how to send this information to LJMU.

DBS Check and “Fitness to Train to Teach”

If you are successful at gaining a place on one of our teacher training courses, the receipt of an Enhanced DBS (formerly CRB) will be a condition of offer for your course. The DBS Check will be undertaken by the University and will be sent to you from May of the year you have applied to and onwards.

Please note:

All applicants for Qualified Teacher Status (QTS) programmes must satisfy the Government requirements regarding ‘Fitness to Teach’. You will need to complete a health questionnaire, which we will send to you. The LJMU Occupational Health Unit will process your form and is responsible for confirming that you are cleared for practice. On occasion, this may involve an appointment with the LJMU Occupational Health Unit, which you would be required to attend.

Why not visit LJMU in person?

There will be opportunities to book onto a LJMU Campus Tour to see the LJMU facilities at any stage of your application and information on how to book on will be available via your LJMU Applicant portal at: www.ljmu.ac.uk/applicant

APPENDIX 1

Part 2: Prepared Task - Subject-Specific requirements. How would you teach an introductory lesson to Year 7 pupils about?

Subject	How would you teach an introductory lesson to Year 7 pupils about?
Art and Design	An aspect of drawing
Biology	Particle theory
Chemistry	Particle theory
Computing	Computational thinking
Dance	Musicality in the preparation for a performance
Design and Technology	Identifying the needs and wants of potential users of a product
Drama	Characterisation when devising a piece of drama
English	The difference between imply and infer.
Geography	Interpreting an Ordnance Survey (OS) map using GIS
History	Interpreting source evidence
Mathematics	Rotational symmetry
Modern Languages	An appropriate aspect of grammar for beginners, of your choice, in your main language (i.e. French, German or Spanish)
Physical Education	An overhead smash shot in badminton
Physics	Particle theory
Physics with Mathematics	Gravitational forces
Religious Education	Introductory lesson on signs and symbols

In your response, please explain why you chose your approach and consider misconceptions or concepts that young learners may find difficult. Remember that your response to this question should be kept to a maximum of 3 to 5 minutes.

Responses will be verbal explanations, but you should support these with a resource or teaching aid etc. (note: there will be no access to ICT during the interview). Please see assessment criteria for the task on the following page.

You may wish to access the National Curriculum programmes of study to help you prepare (please note: there are no programmes of study for dance, drama or religious education): www.gov.uk/government/collections/national-curriculum#programmes-of-study-by-subject

APPENDIX 2

Assessment Criteria

Part 2: Prepared Task Assessment Criteria

Excellent	Good	Satisfactory	Unsatisfactory
<p>Uses an effective learning resource that they have designed themselves or made significant improvements to.</p> <p>Understands the complexity of the pedagogical approach(s) suggested.</p> <p>Plans for the age and potential range of abilities, with support and challenge.</p>	<p>Uses an appropriate learning resource that they have designed themselves or made improvements to.</p> <p>Some understanding of the chosen pedagogical approach(es).</p> <p>Considers the age and potential range of abilities, with evidence of inclusion.</p>	<p>Uses an appropriate 'off the shelf' learning resource with no obvious improvements.</p> <p>Limited or vague understanding of the chosen pedagogical approach(es).</p> <p>Considers the age of the class.</p>	<p>Uses an inappropriate, irrelevant, poorly designed or no learning resource.</p> <p>No understanding of appropriate pedagogical approach(es).</p> <p>Limited or no consideration of the age of the class.</p> <p>Limited or no evidence of preparation for the question</p>

APPENDIX 3

Subject-Specific Tasks

These tasks are designed to elicit important information about applicants, which is difficult to

determine through the three parts of the selection process outlined above.

Note: Not all subjects have a subject-specific task.

Art and Design, and Design and Technology Portfolios

Please send a portfolio of your work / practice in advance of your interview to education@ljmu.ac.uk

Please include your full name, the programme you have applied for, your DfE Apply application number and the date of your interview. Your portfolio should be a maximum of 12 images (on a powerpoint presentation or similar) selected with consideration of the key stage 3 national curriculum programme of study in your subject area. The selection should demonstrate a range of relevant skills and techniques. This will be shared with the interviewer and discussed with you as part of your interview.

Excellent	Good	Satisfactory	Unsatisfactory
A very strong selection of work demonstrating a wide range of effective skills and expertise, strong links to a range of curriculum areas.	A strong selection of work showing a range of skills appropriate to the curriculum areas key stage 3.	An appropriate selection to demonstrate competency/skills. Some awareness of work linking to the key stage 3 curriculum.	Limited selection of skills/knowledge. Limited links to the curriculum areas for key stage 3.

Modern languages Written and Spoken Tasks

If you are successful at interview you will be required to undertake a short piece of **writing** in the target language (i.e. French, German or Spanish) outside the formal individual interview. This will be a condition of offer. For Modern languages individual interviews will also include a brief **discussion** in the target language(s).

Excellent	Good	Satisfactory	Unsatisfactory
Highly articulate and technically accurate communication in the target language.	Articulate and accurate communication in the target language.	Clear and confident communication in the target language.	Limited and inaccurate communication in the target language.

INTERVIEW CHECKLIST: Please ensure that:

- Any equivalent qualifications are checked prior to you attending interview by emailing a copy of them to education@ljmu.ac.uk quoting the course you have applied for and your application number
- You have access to TEAMS and it is set-up on your device, with your full name visible
- You are in a quiet, suitable space and will not be disturbed.
- Your device is charged and power supply is available on the day
- You have your photographic identification ready
- You have prepared any pre-interview tasks
- If you have applied for Art or Design and Technology you have emailed your “portfolio” presentation in advance to education@ljmu.ac.uk

USEFUL CONTACT DETAILS

Education Admissions Team

If you have any questions, please contact us:

education@ljmu.ac.uk

0151 231 3000

ljmu.ac.uk/teach

Accommodation

If you require accommodation during your time with LJMU (once an offer is made), please contact our Accommodation Office:

accommodation@ljmu.ac.uk

0151 231 4166

ljmu.ac.uk/accommodation

Student Advice Team

LJMU employs staff that can offer advice and support to students and prospective students on a range of issues such as student funding and support for students with a disability, this includes any support you may need as part of the interview process.

Disability

disability@ljmu.ac.uk

0151 231 3164

Funding and Money Advice

moneyadvice@ljmu.ac.uk

0151 231 3153

ljmu.ac.uk/discover/student-support

The information in this booklet is correct at the time of production (December 2023). However, changes may inevitably occur. The University reserves the right to withdraw or make alterations to the course, modules and facilities if necessary.

