

## Tutor Update Day at Kinnoull, 16<sup>th</sup> February 2013 – FINAL INFORMATION

**VENUE:** We have booked the Forestry Commission classroom at Kinnoull for this session; many of you already know this venue – it’s quite basic but perfectly sufficient for our needs. It does, however, tend to be a bit chilly, so please bring plenty of clothing! To get there, head for Perth, get to the East side of the river, and at the traffic lights at the East end of the northernmost bridge (the A85), take the minor road up the hill East out of the town. (If you’re approaching from the south on the A85 you’ll need to do a bit of jiggery-pokery to get round the fact that you aren’t allowed to turn right at the lights.) Stay on that road, heading roughly East for a while, ignoring a turning to the right (which always tempts me), then follow it round as it turns South. Before you start going downhill to any great extent, go into the car park which is now on your left. It’s quite possible that you’ll be required to pay for the parking. Cross the road and go up the track to the wooden building just beyond the forestry gate.

**START:** Please arrive ready to start at 10:00. Coffee/tea and biscuits will be available from 9:45. Please bring your own lunch; contributions of CAKE for general consumption are most welcome and get special mentions in despatches.

**WHAT TO EXPECT:** The day involves only indoor activities and discussion, though you might want to go for a brisk walk at lunchtime to clear the cobwebs, or indeed to conduct some of your discussions whilst walking around outside. Please bring appropriate footwear and clothing.

To enable you to participate in the model feedback discussion, we will be sending you two observation checklists. Please familiarise yourself with them.

### Schedule for the day

- 10:00 Welcome, introduction and introductions
- 10:15 Update on TOP1 content and process; discussion of how individual sessions can be delivered to maximise learner involvement
- 11:30 “Expect the unexpected” – group work on scenarios
- 12:30 Lunch
- 13:30 Model feedback discussion
- 14:15 Internal Verifier visits
- 15:00 Personal action planning
- 15:30 UKCC Coach Educator update (for those to whom it refers)
- 16:00 Depart (optional further discussions for those not in a hurry to go home!)

### WHAT TO BRING

• checklists (when we’ve sent them)	• change of footwear
• lunch	• CAKE !