



## **Seacoast Center for Education**

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### **Your Practicum Visit**

Your first contact for your practicum visits will be by Liandra Lloyd. Liandra will let you know who will be your field supervisor and will provide contact information. When the field supervisor contacts you, please respond in a timely manner. Our policy is to make two attempts to contact you to arrange visits, after which it becomes your responsibility.

Make sure to clear any dates you arrange for the visit agreed with your administrator. You are asked to arrange an appointment between your visitor and the administrator of your school to discuss how you are doing as a member of your professional community.

Generally the consultation visit begins between 8 and 9 am and continues all morning. Afterward, you will meet privately for about a half hour. Please make arrangements for coverage so that this can take place. During this meeting, you will review your self-evaluation practicum form, receive feedback, and discuss your questions and concerns with your visitor. The field supervisor will concentrate on you and not your school.

If you are in a supervised practicum, your field supervisor also needs to spend a few minutes with your supervising teacher.

Please make sure that both you and your administrator get a copy of the signed practicum form for your files, and that your visitor gets a copy of your self evaluation form.

Liandra Lloyd