



# SPED8910

## Critical Reflection and Professional Experience for Teachers in Sensory Disability

Session 2, In person-placement, On location 2024

*Macquarie School of Education*

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#### **Disclaimer**

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# General Information

Unit convenor and teaching staff

Unit Convenor

Alison Hawkins-Bond

[alison.hawkins-bond@mq.edu.au](mailto:alison.hawkins-bond@mq.edu.au)

Contact via 0419 227 368

NextSense Institute, Macquarie University

8.30- 4.30 Tuesday and Friday

Unit Convenor

Sheridan Howell

[sheridan.howell@mq.edu.au](mailto:sheridan.howell@mq.edu.au)

Contact via 0436 624 517

NextSense Institute

8.30- 4.30 Tuesday and Thursday

Administration

Celise Hill

[celise.hill@mq.edu.au](mailto:celise.hill@mq.edu.au)

Contact via 0405 120 463

NextSense Institute, Macquarie University

8.30- 4.30 Monday- Friday. PT in Prof Exp role

Course Director

Susan Silveira

[susan.silveira@mq.edu.au](mailto:susan.silveira@mq.edu.au)

Contact via 0477 202 129

NextSense Institute, Macquarie University

9.00- 5.00 Monday to Friday

Graduate Studies Coordinator

Tanya Kysa

[tanya.kysa@mq.edu.au](mailto:tanya.kysa@mq.edu.au)

Contact via 0484 913 641

NextSense Institute, Macquarie University

9.30- 3.00 Monday, Tuesday, Thursday, Friday

Administration

Shyam Howlin

[shyam.howlin@mq.edu.au](mailto:shyam.howlin@mq.edu.au)

NextSense Institute, Macquarie University

Part Time

Credit points

10

#### Prerequisites

Admission to MDisabilityStud and 40cp from SPED units at 8000 level and permission by special approval

#### Corequisites

#### Co-badged status

#### Unit description

This unit provides students with the opportunity to observe, plan, implement, manage and evaluate teaching programs as part of undertaking 16 days of professional experiences. Central to this professional experience is a critical reflection model that guides and highlights the student's awareness regarding the role that research plays in strengthening their professional skills and knowledge. Using critical reflection students will demonstrate professional practice that optimises outcomes for people with sensory disability.

## Important Academic Dates

Information about important academic dates including deadlines for withdrawing from units are available at <https://www.mq.edu.au/study/calendar-of-dates>

## Learning Outcomes

On successful completion of this unit, you will be able to:

**ULO1:** Investigate research in sensory disability and synthesise findings to make improvements in identified focus areas for improvement.

**ULO2:** Critically reflect on level of competency of the Australian Professional Standards for Teachers (and relevant elaborations) in order to formulate an improvement teaching plan

**ULO3:** Create, and deliver lesson sequences using knowledge of student learning and evaluate effectiveness of implemented teaching strategies

**ULO4:** Apply understanding of assessment strategies, including formal and informal, diagnostic, formative and summative approaches to assess and report on student learning.

## General Assessment Information

### Academic honesty

- At all times, students should be aware of and apply the Macquarie University policy on academic honesty (<https://policies.mq.edu.au/document/view.php?id=3>)
- Information on the acceptable and permitted use of generative artificial intelligence tools

(GAIT) is outlined in the instructions for each unit assessment task

### **Assessment Presentation Guidelines**

Please follow these guidelines when you submit each assignment:

- The **assignment title page** should include the student's name, student number, unit code, title of the assessment.
- Allow a left and right-hand margin of at least 2cm in all assignments.
- Please type all assignments using a minimum of Arial, 12-point font and SINGLE spacing.
- Faculty assignment cover sheets are **NOT** required.
- Students should regularly save a copy of all assignments before submission.
- Students must use the Turnitin Similarity Report as a learning tool to improve their academic writing and, in consideration of the report outcome, attend to any potential academic integrity issues, prior to submission of the final version of the assignment.
- Students are strongly encouraged to upload a draft copy of each assignment to Turnitin at least one week prior to the due date to obtain a Turnitin Similarity Report. The Turnitin Similarity Report provides students with a similarity index that may indicate if plagiarism has occurred. Students will be able to make amendments to their drafts prior to their final submission on the due date.
- For written assignments in SPED8910 a **Turnitin Similarity Report** should be reviewed but **is NOT required** to be submitted.

### **Assessment submission guidelines**

- All assignments must be submitted through Turnitin as an accessible word document – **do not submit as a pdf.**
- It is the responsibility of the student to ensure that all assignments are successfully submitted through Turnitin - students should carefully check that they submit the correct file for an assessment as no re-submissions will be accepted after the due date and time, including instances where students upload an incorrect file in error.

### **Application for Special Consideration – extensions**

- Applications for Special Consideration - extensions must be made via AskMQ (<https://ask.mq.edu.au/>).

- It is not the responsibility of unit staff to contact students who have failed to submit assessments. It is the student's responsibility to contact the unit convenor when assessments are missed.

### **Assessment marking**

- Word limits are not applied to SPED8910 assignments.
- All assessments are marked using a rubric.
- Marking of all assessments is moderated by the Unit Convenor.
- Turnitin plagiarism detection software is used to check all written assessments.

### **University policy on grading**

#### **Criteria for awarding grades for assessment tasks**

Assignments will be awarded a grade according to guidelines set out in the University's Grading Policy. SPED8910 is a pass/ fail unit. Students who demonstrate a 'Graduate' level of competency in their Professional Experience and on the Practicum Assessment Tool (PAT) will be awarded an Ungraded Pass.

#### **Descriptive criteria for awarding grades in the unit**

In order to meet the unit outcomes and successfully pass this unit, students must make a genuine attempt at all assessment tasks. The following generic grade descriptors provide university-wide standards for awarding final grades.

<b>Grade</b>	<b>Descriptor</b>
<b>P</b> (Pass).	Provides sufficient evidence of the achievement of learning outcomes. There is demonstration of understanding and application of fundamental concepts of the field of study; routine argumentation with acceptable justification; communication of information and ideas adequately in terms of the conventions of the discipline. The learning attainment is considered satisfactory or adequate or competent or capable in relation to the specified outcomes
<b>F</b> (Fail)	Does not provide evidence of attainment of learning outcomes. There is missing or partial or superficial or faulty understanding and application of the fundamental concepts in the field of study; missing, undeveloped, inappropriate or confusing argumentation; incomplete, confusing or lacking communication of ideas in ways that give little attention to the conventions of the discipline.

*Note: If you fail a unit with a professional experience component, the fail grade will be on your transcript irrespective of the timing of the placement.*

### **Withdrawing from this unit**

If you are considering withdrawing from this unit, please contact the Graduate Studies Coordinator Tanya Kysa on 0484 913 641 or [student.enquiries@nextsense.org.au](mailto:student.enquiries@nextsense.org.au), prior to withdrawing, for advice related to your progression. You can also seek academic advice via <https://ask.mq.edu.au> before withdrawing as this unit may be a co-requisite or prerequisite for units in the following sessions and may impact on your progression through the degree.

## Results

Results shown in iLearn, or released directly by the Unit Convenor, are not confirmed as they are subject to final approval by the University. Once approved, final results will be sent to the student email address and will be made available in [eStudent](#). For more information visit [ask.mq.edu.au](https://ask.mq.edu.au).

## Assessment Tasks

Name	Weighting	Hurdle	Due
<a href="#">ePortfolio (Block 1)</a>	50%	Yes	23:55 on 22/09/2024 (uni recess) unless on delayed start
<a href="#">ePortfolio (Block 2)</a>	50%	Yes	23:55 on 03/10/2024 (week 13)

### ePortfolio (Block 1)

Assessment Type <sup>1</sup>: Portfolio

Indicative Time on Task <sup>2</sup>: 25 hours

Due: **23:55 on 22/09/2024 (uni recess) unless on delayed start**

Weighting: **50%**

**This is a hurdle assessment task (see [assessment policy](#) for more information on hurdle assessment tasks)**

Practical experiences in the field of sensory disability

On successful completion you will be able to:

- Investigate research in sensory disability and synthesise findings to make improvements in identified focus areas for improvement.
- Critically reflect on level of competency of the Australian Professional Standards for Teachers (and relevant elaborations) in order to formulate an improvement teaching plan
- Create, and deliver lesson sequences using knowledge of student learning and evaluate effectiveness of implemented teaching strategies
- Apply understanding of assessment strategies, including formal and informal, diagnostic, formative and summative approaches to assess and report on student learning.

## ePortfolio (Block 2)

Assessment Type <sup>1</sup>: Portfolio

Indicative Time on Task <sup>2</sup>: 25 hours

Due: **23:55 on 03/10/2024 (week 13)**

Weighting: **50%**

**This is a hurdle assessment task (see [assessment policy](#) for more information on hurdle assessment tasks)**

Practical experiences in the field of sensory disability

On successful completion you will be able to:

- Investigate research in sensory disability and synthesise findings to make improvements in identified focus areas for improvement.
- Critically reflect on level of competency of the Australian Professional Standards for Teachers (and relevant elaborations) in order to formulate an improvement teaching plan
- Create, and deliver lesson sequences using knowledge of student learning and evaluate effectiveness of implemented teaching strategies
- Apply understanding of assessment strategies, including formal and informal, diagnostic, formative and summative approaches to assess and report on student learning.

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<sup>1</sup> If you need help with your assignment, please contact:

- the academic teaching staff in your unit for guidance in understanding or completing this type of assessment
- the [Writing Centre](#) for academic skills support.

<sup>2</sup> Indicative time-on-task is an estimate of the time required for completion of the assessment task and is subject to individual variation

## Delivery and Resources

### Electronic Communication

It is the student's responsibility to check all electronic communication on a regular weekly basis. Communication may occur via:

- Official *MQ Student Email Address*
- The *Dialogue* function on iLearn
- Other iLearn communication functions



- Please make effective use of the online component of the unit and access iLearn regularly. Keep up to date with checking Announcements on at least a 2x weekly basis especially when on placement.

### Information about the iLearn site

SPED8910 has a full web presence through iLearn. All requirements for this unit begin Session 1 Week 1, 2024, but the iLearn site can be accessed 2 weeks before the start of the session to complete Mandatory Check requirements. All resources for this unit, inclusive of ePortfolio templates are available on iLearn. Students are expected to access the iLearn site and engage with unit materials regularly during the Session. Students are responsible for the organisation and completion of Professional Experience placements to ensure block 1 and block 2 are completed and the final ePortfolio submitted for marking by week 13 of the session.

### Support resources

Macquarie University has a range of services for students. If you are struggling with any aspect of academic life or career trajectory and skills, please refer to the comprehensive list of support services [here](#).

### Access and technical assistance

Information for students about access to the online component of this unit is available at <https://students.mq.edu.au/support/study/tools-and-resources/ilearn>. You will need to enter your student username and password.

Please do **NOT** contact the Unit Convenor regarding iLearn technical help. Assistance is available from IT Helpdesk ph: 02 98504357 and 1800 67 4357 or log a request at [help.mq.edu.au](http://help.mq.edu.au). OneHelp is the online IT support service for both students and staff.

This unit requires students to use several ICT and software skills:

- Internet access: The iLearn site contains materials for this unit; it is also required for the online submission of all assessment tasks, and for the use of Turnitin submission for ALL tasks.
- Word processing, visual representations, and document formatting: You are required to use an appropriate form of software to present your assignments.
- Uploading of assessment tasks to iLearn.

## Unit Schedule

The unit is divided into a series of topics; the materials are open for the entirety of the session:

- Completion of **Activity 1**- Critical Reflection Tool (**prior** to starting Professional Experience- end of week 1)
- Completion of **Activity 2**- Focus Area planning, setting of individual SMART learning goals and outline of literature review (**prior** to starting Professional Experience- end of

week 1)

- Completion of **Activity 3-** Understanding Reflection SCORM package (by Monday of week 4)
- Completion of 8 days Professional Experience and submission of **Assessment Task 1A** - ePortfolio (Block 1) and **Assessment Task 1B-** Mid Session 500 word reflection blog.
- Completion of 8 days Professional Experience and submission of **Assessment Task 2A** - ePortfolio (Block 2) and **Assessment Task 2B-** End of Session 500 word reflection blog.

Note: **reflection blogs** (mid-session and end of session) should be posted no later than **7 days after completion of placement** to enable sufficient time for students to comment on each other's blogs. Any student completing their final placement in week 13 of the session is required to comment on 2 blogs before the end of week 13.

Week	Date	Event
1	22/ 07/ 2024	Session 2 starts
1	23/ 07/ 2024	SPED8910 Zoom Welcome session
1	28/ 07/ 2024	<b>Activity 1 – Critical Reflection Tool due</b>
1	28/ 07/ 2024	<b>Activity 2 – Focus Area planning due</b>
1	28/ 07/ 2024	<b>Mandatory Checks required</b>
3	11/ 08/ 2024	<b>Block 1 PEX details submitted at the latest – must ensure submission 10 working days, excluding public holidays prior to start date</b>
4	16/ 08/ 2024	Census Date (Students required to have organised Block 1 placements to continue enrolment in unit)
7	08/ 09/ 2024	<b>Block 2 PEX details submitted - must ensure submission 10 working days, excluding public holidays prior to start date</b>

		<b>Assessment Task 1B (mid-session blog)</b> – <i>within 7 days of completion of first block placement</i>
Recess	16/ 09/ 2024	QLD Spring School Holidays start
Recess	<b>22/ 09/ 2024</b>	<b>Assessment Task 1A (ePortfolio)</b> - <i>at least 2 weeks (10 working days, excluding public holidays) before final placement is due to begin and end of first week of recess at the latest</i> (unless on delayed start)
Recess	23/ 09/ 2024	VIC/WA Spring School Holidays start
9	30/ 09/ 2024	NSW/SA Spring School Holidays start
12	21/ 10/ 2024	<b>Assessment Task 2B (End of session blog) submitted</b> <i>within 7 days of completion of final block placement (and before end of week 12 to give time for comments)</i>
13	28/ 10/ 2024	<b>Assessment Task 2A (ePortfolio) submitted by end of week 13</b> at the latest.
		<p><b>NOTE: Submission after this date will delay release of final grades.</b></p> <p><b>General Assessment Information</b></p> <p>Students requesting an extension for the final assignment should submit this at <a href="https://ask.mq.edu.au/">https://ask.mq.edu.au/</a>. The Professional Experience Coordinator should be notified/ consulted prior to the submission being made to agree final date of ePortfolio submission.</p>

## Policies and Procedures

Macquarie University policies and procedures are accessible from [Policy Central \(https://policies.mq.edu.au\)](https://policies.mq.edu.au). Students should be aware of the following policies in particular with regard to Learning and Teaching:

- [Academic Appeals Policy](#)
- [Academic Integrity Policy](#)
- [Academic Progression Policy](#)
- [Assessment Policy](#)
- [Fitness to Practice Procedure](#)
- [Assessment Procedure](#)
- [Complaints Resolution Procedure for Students and Members of the Public](#)
- [Special Consideration Policy](#)

Students seeking more policy resources can visit [Student Policies \(https://students.mq.edu.au/support/study/policies\)](https://students.mq.edu.au/support/study/policies). It is your one-stop-shop for the key policies you need to know about

throughout your undergraduate student journey.

To find other policies relating to Teaching and Learning, visit [Policy Central \(https://policies.mq.edu.au\)](https://policies.mq.edu.au) and use the [search tool](#).

## Student Code of Conduct

Macquarie University students have a responsibility to be familiar with the Student Code of Conduct: <https://students.mq.edu.au/admin/other-resources/student-conduct>

## Results

Results published on platform other than [eStudent](#), (eg. iLearn, Coursera etc.) or released directly by your Unit Convenor, are not confirmed as they are subject to final approval by the University. Once approved, final results will be sent to your student email address and will be made available in [eStudent](#). For more information visit [ask.mq.edu.au](https://ask.mq.edu.au) or if you are a Global MBA student contact [globalmba.support@mq.edu.au](mailto:globalmba.support@mq.edu.au)

## Academic Integrity

At Macquarie, we believe [academic integrity](#) – honesty, respect, trust, responsibility, fairness and courage – is at the core of learning, teaching and research. We recognise that meeting the expectations required to complete your assessments can be challenging. So, we offer you a range of resources and services to help you reach your potential, including free [online writing and maths support](#), [academic skills development](#) and [wellbeing consultations](#).

## Professional Experience

### School of Education Procedures

In addition, the following policies and procedures of the School of Education are applicable in this unit.

### **To be eligible to commence the placement component of this unit:**

Students are responsible for ensuring that their evidence is current. Please be aware that you may need to update your training or credential prior to beginning your first placement. Students may need to withdraw from this unit if this has not been obtained in time. Students must be able to present evidence of completion of the following prior to Week 2:

- Proficiency in **Auslan** (through completion of SPED8935) or **Braille** Literacy and Maths (through completion of SPED8923)
- A Working with Children Check or State/ Territory equivalent. For school placements this must be verified by supervising teacher overseeing the placement before you visit the school .
- Anaphylaxis training (practical or online training). Please note that Anaphylaxis training is only current for 2 years so students will need to update this, if lapsed
- Mandatory Child Protection online training

- Evidence of COVID-19 vaccination (if required for a placement in a Special School setting).

**In order to meet the Professional Experience placement expectations of this unit, students must:**

- attain a 'Graduate' level for the Unit Learning Outcomes based on their end of Session presentation of their learning, **AND**
- attain a 'Satisfactory' grade for their Professional Experience ePortfolios by achieving a 'Competent or Proficient' level on the marking rubric, **AND**
- attain a 'Graduate' level on the Practicum Assessment Tool (PAT) competencies by the end of the 16 days placement **AND**
- contribute to online reflection posts in a timely manner.

### **Fail Rule**

This Professional Experience unit is a part of a professional course listed on Schedules 2 and 3 of the Academic Progression Policy. This course has additional requirements that are applicable for the full duration of the course, including course-specific inherent requirements, Fitness to Practice requirements and other compulsory course requirements. It also has rigorous academic progression standards. Inability to meet these requirements may result in a withdrawal of offer of admission and/or permanent exclusion from the course in accordance with the General Coursework Rules.

### **Passing a Professional Experience Unit**

To pass a Professional Experience unit, students must achieve a satisfactory result for their professional experience placement **AND** achieve a satisfactory result overall for their academic assessment tasks (where applicable) in the unit.

### **Professional Experience Unit Placement Expectations**

- Students must have submitted all written assessment tasks and/or associated unit component requirements prior to the commencement of the block 1 placement.
- Students who are completing other units are expected to inform and negotiate with that unit convenor about their professional experience block dates and to discuss how that unit's requirements can be met.
- Feedback from the Supervising Teachers is of a general nature. It is incumbent on the student to check the requirements of any assessments prior to submission.
- If a Student is identified being **in need of additional support** for Professional Practice

and/or the ePortfolio, the School of Education's **'Additional Support'** procedure will be activated.

- Students may not be able to commence their placement until all alleged academic honesty breaches have been investigated and concluded.
- The timing of placements can vary. For placements early in the Session, Fail grades may be approved by the University prior to the end of Session for students who do not meet the placement expectations of the Unit.

### **Fitness to Practice requirements**

- Macquarie University operates under a 'Fitness to Practice' model as specified in the University's Academic Progression Policy. For this Unit, this means that, when undertaking a placement, a student is declaring that they are able to demonstrate professional competence, acceptable professional behaviour, freedom from impairment, and compliance with program specific requirements needed for a student to practice properly and safely throughout their Practical, Clinical or Professional program or unit. It is the responsibility of the student to determine whether they are fit to undertake a placement. Therefore, if a student is feeling unfit to undertake a placement, they should not do so. For more information <https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policies/academic-progression> and for Fitness to Practice specifically <https://policies.mq.edu.au/document/view.php?id=6>

## **Student Support**

Macquarie University provides a range of support services for students. For details, visit <http://students.mq.edu.au/support/>

### **The Writing Centre**

[The Writing Centre](#) provides resources to develop your English language proficiency, academic writing, and communication skills.

- [Workshops](#)
- [Chat with a WriteWISE peer writing leader](#)
- [Access StudyWISE](#)
- [Upload an assignment to Studiosity](#)
- [Complete the Academic Integrity Module](#)

The Library provides online and face to face support to help you find and use relevant information resources.

- [Subject and Research Guides](#)

- [Ask a Librarian](#)

## Student Services and Support

Macquarie University offers a range of [Student Support Services](#) including:

- [IT Support](#)
- [Accessibility and disability support](#) with study
- Mental health [support](#)
- [Safety support](#) to respond to bullying, harassment, sexual harassment and sexual assault
- [Social support including information about finances, tenancy and legal issues](#)
- [Student Advocacy](#) provides independent advice on MQ policies, procedures, and processes

## Student Enquiries

Got a question? Ask us via [AskMQ](#), or contact [Service Connect](#).

## IT Help

For help with University computer systems and technology, visit [http://www.mq.edu.au/about\\_us/offices\\_and\\_units/information\\_technology/help/](http://www.mq.edu.au/about_us/offices_and_units/information_technology/help/).

When using the University's IT, you must adhere to the [Acceptable Use of IT Resources Policy](#). The policy applies to all who connect to the MQ network including students.

## 5 R's Framework (custom)

### 5 Rs Framework

The 5Rs Framework, developed by the School of Education at Macquarie University, is embedded throughout this unit. Your use of the 5Rs Framework will help you develop the capabilities that will make your career sustainable and fulfilling. In this unit, you will learn using the 5Rs framework in the following important ways:

Resilient	Reflexive	Responsive	Ready to learn	Research engaged
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<p>Students gain knowledge about the critical role they play in facilitating resilience in school students who are Deaf/Hard of Hearing or Blind/ Low Vision. Students are proactive in planning ahead to meet the demands of their professional experience placement and show self-belief in their ability to overcome any challenges (teacher self efficacy).</p>	<p>Students are encouraged to critically reflect in the context of themselves as specialist teachers, on their previous and future professional experiences and make changes to their practice as a result of this reflection.</p>	<p>Students are expected to be responsive to the feedback from their supervisors by implementing improvements to their practice; and responsive to the ideas of peers through providing meaningful and supportive feedback.</p>	<p>Students are encouraged to reflect and then identify their own learning needs for their context and career stage (based on NAATD/ SPEVI competencies), to pursue learning that achieves great outcomes for the school students they work with now and into the future. Students take responsibility for learning independently as well as fostering collaborative learning in other students.</p>	<p>Students practice academic integrity as they learn to explore contemporary and relevant literature. Students engage with literature and base their practice on evidence.</p>
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Unit information based on version 2024.02 of the [Handbook](#)