

Professional Experience Attendance Register

Please ensure **ALL** days are completed and signed off correctly. Grades cannot be awarded if the required number of days of Professional Experience are not indicated on this Attendance Register. Your Supervising Teacher must sign and date your attendance record at the end of your placement period.

In the event of an absence (partial or full), contact must be made to the School and the University Advisor by **7.30am of the day of absence**. The absence from Professional Experience **Form** must be completed to advise the reason and potential duration of the absence.

Pre-service Teacher Family Name:	Pre-service Teacher Given Name(s):
Pre-service Teacher ID:	
Please tick the appropriate box for your subject:	
TEAC7106 - PE K-6	TEAC7154 - PE1
TEAC7155 - PE2	
School Attended:	Mentor Teacher Name:

Section 1 – To be completed by Pre-Service Teacher

Please fill in the date, start and finish time daily. In the activity section, please select – Observation / Teaching / Other (excursion, camp, sports carnival etc) / Absent

Day	Date	Start time	Finish time	Activity	Day	Date	Start time	Finish time	Activity
Week 1					Week 3				
Day 1					Day 11				
Day 2					Day 12				
Day 3					Day 13				
Day 4					Day 14				
Day 5					Day 15				
Week 2					Week 4				
Day 6					Day 16				
Day 7					Day 17				
Day 8					Day 18				
Day 9					Day 19				
Day 10					Day 20				

Day	Date	Start time	Finish time	Activity	Day	Date	Start time	Finish time	Activity
Week 5					Week 6				
Day 21					Day 26				
Day 22					Day 27				
Day 23					Day 28				
Day 24					Day 29				
Day 25					Day 30				
Make Up Days					Make Up Days				
Day 31					Day 36				
Day 32					Day 37				
Day 33					Day 38				
Day 34					Day 39				
Day 35					Day 40				

Section 2 – To be completed by Pre-service Teacher on completion of Professional Experience

I have completed the required 30 days Professional Experience.

Pre-service Teacher
Signature:

Section 3 – To be completed by School Representative (Mentor Teacher or School Professional Experience coordinator) on completion of Professional Experience

The Pre-service Teacher has completed the required 30 days Professional Experience.

Name:

Signature: