



Student Placement System (SPS)

Integral to your learning journey is the experience and expertise gained while on school placement. There is a national system for ensuring that student teachers, throughout the country, have access to school experience. SPS is automated and is administered by GTC Scotland and works on the principle of matching students to schools, based on the information provided by universities, local authorities and schools.

Information required from students

Students are asked to provide accurate details which are then put into SPS by each University. Each university has its own mechanisms for gathering this information but it is important to inform your university immediately of any change in circumstances e.g. change of address, access to a car etc. Students choosing to move house to an entirely different location may be re-matched if the University is informed with **at least 4 weeks notice** however, removal to a location in excess of 90 minutes from the campus will trigger the point below, marked **NB**.

Students also need to inform the university, with **at least 4 weeks notice**, if they no longer have access to a car as a re-match at short notice is not normally possible.

Information required from local authorities

Local authorities ask schools to provide details of the classes which can accept students. Not all classes will be available for student placements for a range of reasons e.g. there may be a probationer teacher in the class.

Automatic matching

Students will be automatically matched to a placement, based on the information provided. There is a sequence of confirmations before a placement is deemed to be fully confirmed and ready for a student to attend. Following a match on SPS, the university sees it on SPS and confirms the match. The next step is for the local authority to confirm the match and the final step is for the school to confirm the match. Only when a match is 'school confirmed' will a student be directed to attend the matched school.

Where will my placement be?

The national agreement is that students should not normally be required to travel in excess of 90 minutes each way to their school placement, from their term time address. Exceptions to this are hard to place subjects such as Mandarin and Psychology.

A term time address is the address where you will reside while attending University and is deemed to be an address from which a student can reasonably access the University on a daily basis. If you do not know your Term Time postcode yet then you should enter the postcode of a public building in the area in which you hope to live e.g. a local railway station, library or similar.

N.B. In some instances, however, students choose to make a lengthy daily commute to university, often from a home address; 90 minutes or longer. In this instance, the university will strive for a journey to placement, which does not exceed the chosen commute to campus.

Can I arrange my own placement?

All placements are arranged via SPS and the University. Students are not permitted to seek placements independently and any such activity, on the part of a student directly or indirectly, may trigger a university's disciplinary process.

Where can I get more information?

More information can be obtained through your University's placement team however you can also refer to GTC Scotland's web page at www.in2teaching.org.uk for information about SPS.