Completion and submission of this form records the decision to end a Professional Experience placement before the scheduled number of days has been completed. Please see the guidelines under ‘Withdrawing from Professional Experience’ for information about the process and implications of withdrawal prior to completing this form.

Pre-service Teacher (PST): ____________________________  PE Placement: ____________________________

Supervising Teacher:

Principal/Director:

Name of School/Centre:

Please indicate the reasons for this withdrawal:

- The school/site is no longer able or willing to host the placement;
- The PST has demonstrated behaviour which is affecting the care and safety of self or others;
- The PST has failed to demonstrate the level of competence and knowledge required to complete the placement they are undertaking; and/or
- The PST failed to abide by the professional conduct required by the educational site at which they are placed.

Comments on consultation with stakeholders and advice from host site:

________________________________________________________________________________________

Comments on how any issues noted above have been raised with the pre-service teacher:

________________________________________________________________________________________

Comments on any follow up required or recommended:

________________________________________________________________________________________

Signed: (Academic Director, Professional Experience) ____________________________  Date: ____________

Note: where there are concerns about the pre-service teacher's performance in relation to the expectations of the placement, but where it is deemed appropriate and safe for the pre-service teacher to continue with the placement with feedback and support, the more general Cautionary Advice Notice procedures should be followed.