

Wessex Foundation School

Newsletter

December 2025

Welcome to the inaugural edition of the quarterly newsletter which includes the names of your representatives, a checklist to prepare you for ARCPs, and upcoming dates. From all of us at the Wessex Foundation School, we wish you a wonderful winter and festive period.

Career Webinars

With the support of colleagues across a variety of specialties, we have created a selection of career webinars to aid in understanding different specialties and their application process. You can access this resource on the learning hub [here](#). Please log in using your elfh credentials or OpenAthens details. If you have a request for a topic, please contact england.foundation.wx@nhs.net

Important Dates

Application window for F2 swaps

- 1 January - 13 February 2026

LTFT for August rotations

- 14 April 2026

Less Than Full Time (LTFT)

Applications for LTFT working must be submitted more than 16 weeks prior to the start date of the **rotation** in which you wish the request to take effect. Late applications now require approval from the LTFT Associate Dean prior to application. Please see the [LTFT page](#) for guidance to ensure you apply in time.

Swap Process

Applications for F2 swaps will open soon. Details about the process can be found on our [website](#). The strict application window is 1 January – 13 February 2026. Any questions regarding local swaps should be directed to your Foundation programme coordinator (FPC). Please note that all swaps are subject to final approval by the Wessex Foundation School.

Foundation Doctor Representatives

FD reps are your voice at both a local and regional level. The name of your rep can be found on the following page. If you wish to contact your representative, please reach out to your [FPC](#) for contact details. More details about the role of representatives can be found on our [website](#).

Foundation Doctor Representatives

Wessex - Lead Reps	Romilly Hayward (F1) Navya Arora (F1) Stephanie Nnadi (Carare) (F2) Ayden Ismail (F2)
HHFT - Basingstoke	Joseph Haddad (F1 Lead) Leigh Avery (F1 Deputy) Emily Hammond (F2)
HHFT - Winchester	Aaron Navaratnam (F1) Chloe Leftley (F2)
UHD - Bournemouth	Oliver Edge (F1) Amelia Marriott (F2)
UHD - Poole	Natasha Wollen (F1) Olivia Mooney (F2)
Dorchester	Emily Molton (F1) Aoibhinn Murray (F2)
Portsmouth	Harriet Bramwell (F1) Jemma Keefe (F2)
Salisbury	Maajoah Asirifi (F1) Alicia Halsall (F2)
Southampton	Holly Keelan (F1) Malaika Gupta (F2)
IoW	Georgina Rawson (F1) Ayden Ismail (F2)
Jersey	John (Seb) Lister (F1) Sheethal Abhay Kumar (F2)
Kassel	Kimberley Schuetz (F1) Anna Becker (F1)

ARCP Checklist

As mid-year reviews are upon us, it is worth revisiting the Foundation curriculum to ensure that you are on track to have a successful ARCP. We recognize that there are no minimum number of supervised learning events mandated in the curriculum however, a variety of reflections, CBDs, DOPs, and mini-CEX across the year are recommended to evidence learning. Please see the below suggested checklist, which your FPC can also provide you with a copy of. Refer to the [Gold Guide](#) for details and direct any queries to your FPC.

Portfolio Checklist for Foundation Doctors		
NOTE: Although many criteria say 'recommended' it is <u>very</u> strongly recommended that you complete these for your ARCP consideration. The more thorough and varied a portfolio is, the better the outcome at the ARCP and for career development.		
Placement 1		
Educational Supervisors Initial Meeting	Recommended	
Clinical Supervisors Induction Meeting	Recommended	
Educational Supervisors End of Placement Report	Mandatory	
Clinical Supervisors End of Placement Report	Mandatory	
Personal Development Plan (PDP)	Recommended	
Mini CEX 1	Recommended	
Mini CEX 2	Recommended	
Case Based Discussion 1	Recommended	
Case Based Discussion 2	Recommended	
Direct Observation of Procedural Skills	Recommended	
Reflection	Recommended	
Reflection	Recommended	
Placement 2		
Educational Supervisors Initial Meeting	Recommended	
Clinical Supervisors Induction Meeting	Recommended	
Educational Supervisors End of Placement Report	Mandatory	
Clinical Supervisors End of Placement Report	Mandatory	
Mini CEX 1	Recommended	
Mini CEX 2	Recommended	
Case Based Discussion 1	Recommended	
Case Based Discussion 2	Recommended	
Direct Observation of Procedural Skills	Recommended	
Reflection	Recommended	
Reflection	Recommended	
Placement 3		
Educational Supervisors Initial Meeting	Recommended	
Clinical Supervisors Induction Meeting	Recommended	
Educational Supervisors End of Year Report	Mandatory	
Clinical Supervisors End of Placement Report	Mandatory	
Mini CEX 1	Recommended	
Mini CEX 2	Recommended	
Case Based Discussion 1	Recommended	
Case Based Discussion 2	Recommended	
Direct Observation of Procedural Skills	Recommended	
Reflection	Recommended	
Reflection	Recommended	
1 Required Per Foundation Year		
Placement Group Supervision (PSG)		
TAB		
Developing the Clinical Teacher		
Form R		
Educational Supervisors End of Year Report		
Evidence of Quality Improvement – please refer to Gold Guide		
Certificates		
Prescribing Safety Assessment (PSA) – F1		
Advanced Life Saving (ALS) – must have by end of F2		
Teaching Hours Attended (Must Meet Minimum Requirement of 30 Core Hours)		
Hours		
Higher Level Outcomes (HLOs) Summary Narrative Met and Mapped		
	FD Completed	ES Rated
1. An accountable, capable, and compassionate doctor		
2. A valuable member of the healthcare workforce		
3. A professional, responsible for their own practice and portfolio development		