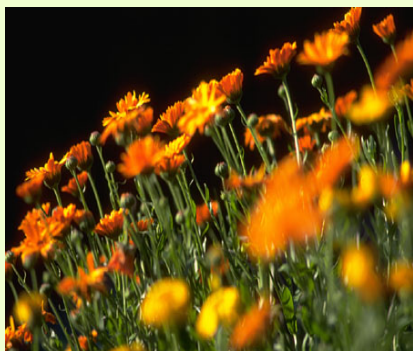


SCHOOLS NQT INDUCTION CO-ORDINATORS UPDATE

SPRING 2008

ISSUE 5

Message From Neil Fazackerley LA Induction Co-ordinator



The Christmas holidays have come to an end and I write to all induction mentors and co-ordinators to wish you all a Happy New Year 2008. As usual it is a hectic time with assessment forms coming in thick and fast. I thank all of you who have tried

to get these to me on time. The official line on this is that the forms have to be with me within 10 days of the end of term, so please try to send these now if you have not done so already. They can be sent to the PDC. I have been most impressed by the way most schools have taken on board the new teacher standards and written their assessments in line with these. I have asked some induction mentors for permission to share some of the best of the forms with you – anonymised of course! I have also done an exemplar form for the NQT website on www.wiganschoolsonline.net/nqt within the materials for mentors and NQTs.

Visits to Schools

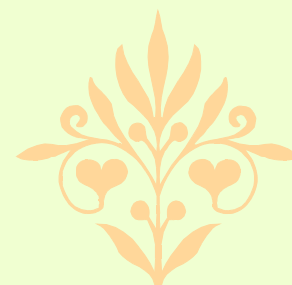
Carolyn Robertson and I are now visiting a sample of Wigan schools to look at how induction is working out in practice and to discuss context specific induction issues with you. We will be sharing the best practice with you in a report at the end of the year. Any schools who have an NQT of concern will also be visited as a matter of course.

Focus for Spring Term

Schools this term should continue to give NQTs their 10% PPA and 10% induction release time. For ideas on how NQTs should use this time see the mentor and NQT materials on the NQT website. School mentors are within their rights to ask NQTs to

log what they are doing during this time as part of their CPD. A simple form is contained within the materials to use for this purpose. Review meetings should be held at half term and at the end of term and at least 2 formal observations must take place this

term. NQTs should also be updating their action plans within the Career Entry and Development Profile to reflect any targets that came out of last terms assessment report. Again our materials give examples of action plans.



Mentor Meetings

There are two more mentors network meetings this year. These are held at the PDC on the following dates:

19th February 9.15-12.15
15th May 9.15-12.15

Please book onto these sessions via the EMS system.

Lesson Planning

This is a perennial issue in Wigan, so I would like to address it. Some NQTs have been phoning me to ask if they should be writing lesson plans which I find very hard to believe. The answer of course is YES, I would expect an NQT to be planning lessons using the schools agreed format. Regarding evaluation I would also expect at the end of each

week an NQT to be able to write a few bullet points about when went well and what could be improved. Long essays are not required, but it is clear in the standards that some kind of reflection of practice is required.

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Frequently Asked Questions

Q How many terms can an NQT work on supply for?

A 4 terms. The NQTs 4 terms start from the day they began their first supply teaching job. Even if they only do that one day the four terms begin and after this they must find a suitable post to begin induction. Schools must check the teachers supply history prior to appointment. In exceptional cases the LA can grant an extension to the 4 term rule but this can only be up to a maximum of 12 months. The NQT has to provide a full history of unsuccessful job applications to be considered for this extension.

Q What does the text box “Date Appropriate Body was notified” on the assessment form mean?

A Many schools left this blank this term because they were not clear what it meant. The box refers to the date the school notified the LA that and NQT was starting in their school. As you know induction cannot be completed retrospectively so it is important that when you take on an NQT the LA is aware that an assessment period is about to commence. If you

are unsure that you have notified the appropriate body telephone Lorraine Carey on 01942 486089. This also applies to teachers employed via supply agencies

Q Can NQTs be employed as cover supervisors?

A A cover supervisor, even those with QTS, should not be counting cover as time spent towards induction. Cover supervision is not an effective use of a teacher’s time and under para. 72.8.2 of school teachers’ pay and conditions document teachers should not cover for more than 38 hours in an academic year. From September 2009 teachers should only rarely cover. This will not apply to those teachers who are employed wholly or mainly to provide cover. It is highly unlikely a cover teacher will be able to meet the core standards as cover teachers do not plan, teach and assess in the same way teachers in substantive posts do. Also posts for NQTs should not present the NQT on a day to day basis with acute or especially demanding discipline problems or demand teaching outside the age range and/or subjects for which they were trained to teach.

Accreditation



Please ensure your NQTs know about the opportunity to have their NQT year accredited towards M level CATS points. You may have seen the recent DCSF Children’s Bill which points towards all teachers having Masters Level Qualifications in the future. PGCE students this year will have the option of completing additional written work so that they can be awarded a PGCE with 60 M Level points. This means they will have completed a large proportion of their MA already when they join you. All NQTs were sent a yellow registration form for Edge Hill when they came to Wigan. If they need a copy of this contact Jill Hilton at the PDC.

CEDP Review

The TDA are currently reviewing this document and some NQTs may be approached to discuss the CEDP with the TDA this term.

Teachers TV

The following programmes relate to developing professional and constructive relationships and professional skills:

Secondary NQTs – reporting to parents – core standard C4

<http://www.teachers.tv/video/2710>

Primary NQTs – Managing behaviour – core standards C4 and 38

www.teachers.tv/video/1463

Planning with pupils – core standard C29

www.teachers.tv/video/5441

CONTACT
NEIL FAZACKERLEY
LA INDUCTION CO-ORDINATOR
PROFESSIONAL
DEVELOPMENT CENTRE
PARK ROAD
HINDLEY
WN2 3RY
01942 767065 OR
n.fazackerley@wiganmbc.gov.uk

Please continue to contact me during the course of the year should you have any queries about induction. Many issues can be solved by talking things through, learning from other cases and offering help with the guidance. I wish you all a successful Easter term.