

## Thomas Estley Learning Alliance NQT induction Quality Assurance Policy

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Thomas Estley Learning Alliance (TELA) holds a quality assurance role in the induction of newly qualified teachers, where it is appointed to act as the appropriate body. This includes, but is not limited to:

- Maintaining an up to date record of NQTs
- Monitoring termly NQT assessment reports and taking action where necessary to ensure that processes are followed effectively and that appropriate support is in place.
- Confirming the employing school's decision about whether the NQT has satisfactorily met the Teacher Standards in order to complete the induction period successfully
- Communicating this decision to the NQT, the headteacher and the relevant national body
- Providing quality assurance visits where these are deemed to be necessary. In 2017-18 one visit will take place to each participating school who has registered NQTs with TELA. In some cases it may be useful or necessary to organise a follow up visit.

### Quality assurance visits involve:

- Interview with the school induction tutor (sometimes also with the headteacher)
- Interview with the NQT
- Joint lesson observation with the induction tutor
- Scrutiny of induction programme and processes.

They are normally included in the cost of the registration, unless an additional, personalised support programme is requested by the school employing the NQT.

Visits will be carried out by a TELA Specialist Leader of Education with a specialism in Initial Teacher Training. In 2017-18 the majority of these will be carried out by:

*Ian O'Flynn (Secondary specialist) SLE ITT/ Director of Teaching School*

*Jennifer Carter (Primary specialist) SLE ITT*

However, other suitably qualified members of the TELA School Support Team will be employed on some occasions.

### Named contact person

A named contact is provided with whom NQTs can raise issues about induction which have not been resolved with the school/academy. This person should not be directly involved in providing monitoring/support to the NQT or in making decisions about satisfactory completion of induction. Named contact details will be provided to Induction Tutors at Induction Tutor Training and the school is responsible for informing the NQT of the named person if they experience any problems relating to their induction period which cannot be resolved within the school.

### Ongoing support and training

TELA provides a full programme of training and support for NQTs in order to enable them to complete their induction period satisfactorily and to help develop their professional knowledge and expertise. It is the responsibility of the school to enrol NQTs on this or a similar programme in order to ensure high quality provision.

TELA offers support to individual NQTs experiencing difficulties, in cooperation with their school, and sometimes their local trade union representative when appropriate. TELA encourages NQTs to seek this support and advice promptly if problems arise during their induction period, particularly if causes for concern have been flagged which put satisfactory completion of induction at risk. It is the responsibility of the school to ensure that NQTs are fully informed of appropriate confidential support available to them during and after induction.