

Newly Qualified Teacher Induction Handbook 2010/2011

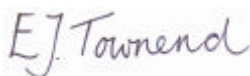
WELCOME ALL NQTS

I am delighted on behalf of South Gloucestershire, to welcome you as an NQT to your first teaching post. I hope that you will find the resources useful - please do not hesitate to contact me at Bowling Hill if you need any further information (contact can be made through **Anne Tovey or Jeanette Cryer on 01454 863212**)

I would like to emphasise that your NQT year is one of partnership. The NQT process is **not** just something that is done to an NQT! It is a process that should and must enable you to give fully to a school through your first year. Every school and all staff, are equal partners with you in the journey of learning. Your Headteacher, Induction Tutor, mentor and colleagues in the school will ensure that through an appropriate teaching commitment and a structured support programme, you have ample opportunities to reflect on your practice.

You will need to start a professional portfolio, which not only supports your reflection during the year and into your future career, but can be accredited towards a Masters degree. This may follow the format of the Career Entry and Development Profile (CEDP) or your own Professional Development Portfolio. The evidence you collect should celebrate through critical yet developmental professional statements, all your learning as an NQT.

It is always an exciting time in education. Managing change skilfully will constantly challenge you. Attempts are being made to release curriculum constraints and to modify the workforce agreements. Accountability and the drive for standards remain, but the opportunities for professional development through national programmes (eg National College) and local initiatives (eg South Gloucestershire Leadership Programme) make this an ideal time to begin your teaching career. Best wishes for a happy and profitable NQT year. **You can make a real difference** to pupil learning in many ways - we in South Gloucestershire want to support you as partners in this journey of learning. Please share your learning and personal discoveries with us. Your enthusiasm and commitment will be a real asset and I wish you every success.



Liz Townend
Professional Development Adviser
Local Authority Induction Co-ordinator
liz.townend@southglos.gov.uk
Telephone : 01454 863272
Fax : 01454 868420

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CHECKLIST FOR NQTS

This checklist will ensure that you are eligible to start your induction and that you are fully aware of your roles and responsibilities. **Any questions in bold are prerequisites i.e. are essential for you to be eligible to start induction - otherwise any induction that you undertake will be invalid and have to be repeated! All other questions highlight the essential elements of a successful induction support programme.**

	Check	See	
		Section	Para
Have you been awarded QTS and given the school a copy of your QTS certificate?		1	3
If not, have you checked with the GTC as to the reason why you have not received it and informed your Headteacher and South Gloucestershire LA of the reason for it being late?		1	3
Have you registered with the GTCE?		1	5
Are you receiving a reduced timetable?		1	7
Have you been assigned an Induction Tutor?		2	1
Have you discussed your Career Entry and Development Profile (CEDP) with, and made it available to, your Induction Tutor?		1	4
Have you familiarised yourself with both the QTS Standards and the Induction Standards?		5	All
Have you read the TDA's Professional Standards for Teachers and understand you are working towards meeting the Core Standards by the end of your Induction year?		1 5	4 All
Have you and your Induction Tutor planned an individualised and structured induction support programme?		2	All
Have regular timetabled meetings been set up between you and your Induction Tutor?		2-3	All
Has your Induction Tutor set up a programme of assessment, observations and feedback/progress Reviews, to include Development Planning? (at least 6 a year)		2-3	All
If you are part-time, do you know how long your induction period will last?		1 3	6 2
Are you fulfilling your roles and responsibilities as an NQT?		1	8-9
Are you abiding by the General Teaching Council for England's (GTCE) 'Code of Professional Values and Practice for Teachers'? See the GTCE website at http://www.gtce.org.uk			