

**POLICY
FOR
THE INDUCTION OF
NEWLY QUALIFIED TEACHERS**

**POLICY REVIEW CO-ORDINATED BY CLIVE MIDDLEDITCH
(AUTUMN TERM – 2011)**

Elmstead Primary School
Elmcroft
Holly Way
Elmstead Market
COLCHESTER
Essex
CO7 7YQ



INTRODUCTION

Good induction, according to DfE guidelines, should be an effective bridge for newly qualified teachers (NQTs) from initial teacher training to the first year of teaching. Further, it provides a strong foundation for the new teacher's continuing professional development and career progression. At Elmstead Primary School we encourage all staff to have high expectations for themselves, for each other and for all the children.

AIMS

Our induction programme aims to:

- enable the NQT to make an effective contribution to the classes they teach, to the school as a whole and to the teaching profession generally;
- create a climate which enables the NQT to take responsibility for their own professional development;
- build on the information provided in the NQT's Career Entry Development Profile (CEDP), helping them identify objectives;
- establish an individualised support programme which is specific to the needs of the new teacher and the particular school context;
- help the NQT build upon the knowledge, skills and understanding developed in initial teacher training and to work towards successful completion of the statutory induction period.

OBJECTIVES

In order to achieve the above aims, specific objectives are required which include:

- a whole school understanding of roles and responsibility for induction;
- an induction programme which builds on the CEDP and plans and revises professional development opportunities based on evidence of the NQT's progress;
- effective support from an induction tutor, with monitoring from a named governor responsible for NQT induction;
- productive and worthwhile monitoring and feedback;
- systematic review of the induction process through regular planned meetings;
- sufficient focus on the quality of the NQT's teaching and pupils' learning;
- induction viewed as a learning process by all participants;
- management arrangements which support effective induction.

MANAGEMENT

The Headteacher will have overall management of the induction process in consultation with the induction tutor and other members of staff. When the Headteacher is also the induction tutor a 'critical friend' will be allocated to offer additional advice when requested. The NQT induction governor will be informed and kept up-to-date on a regular basis, including informal discussions with the NQT. In all other respects normal school procedures and conditions of employment are followed as for other members of the teaching staff.

PROGRAMME

The induction programme is determined by the statutory arrangements and this policy needs to be read in conjunction with:

- the Core Standards for teachers, as introduced in September, 2007, under the headings:
 - a) Professional Attributes;
 - b) Professional Knowledge and Understanding;
 - c) Professional Skills.

- The DfE NQT Induction Assessment Form – completed termly, using the Essex online site;

- the Career Entry and Development Profile, as provided to each NQT and induction mentor, following registration on the induction programme prior to commencing employment with the school;

- Frequently Asked Questions about the Induction of NQTs.