

Appropriate Body UPDATE for Induction Tutors

Topics covered in this issue

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KEY DATES

Induction Tutor Webinar

Monday 25th November

Report deadline date

Friday 13th December

Induction Tutor Webinar

Induction Tutors are invited to an Appropriate Body online webinar on

Monday 25th November 4.00pm - 5.00pm

During the Webinar, AB Lead Tim Connole, will focus on the requirements for writing progress reviews and recent updates that Odyssey have made to this process.

Reviews and Assessments

ECT Manager shows that reports are due from 29th November, reports can be submitted from this date, the absolute deadline date for September start Autumn Term progress reviews and assessments is

Friday 13th December

Please ensure that all available reviews and assessments are completed by this date. Remember to factor in time to discuss the reports with ECTs and having availability of ECTs, induction tutors and, where appropriate, headteachers to sign them digitally on ECT Manager.



Reminders:

- There should be no surprises for the ECT. This is particularly the case if the ECT is not on track to pass. Reading the progress review should not be the first time they have been told this.
- Progress reviews and assessments should be based on robust evidence. The ECT should be clear what the evidence is i.e. the entire report is not based on one lesson observation.

Visits to schools

As an appropriate body we are required to conduct quality assurance visits to schools and have agreed with the Department of Education that we will aim to visit 50% of our schools this academic year. During the visit we ask to speak to the induction tutor, ECTs, mentors and, if possible, the headteacher.

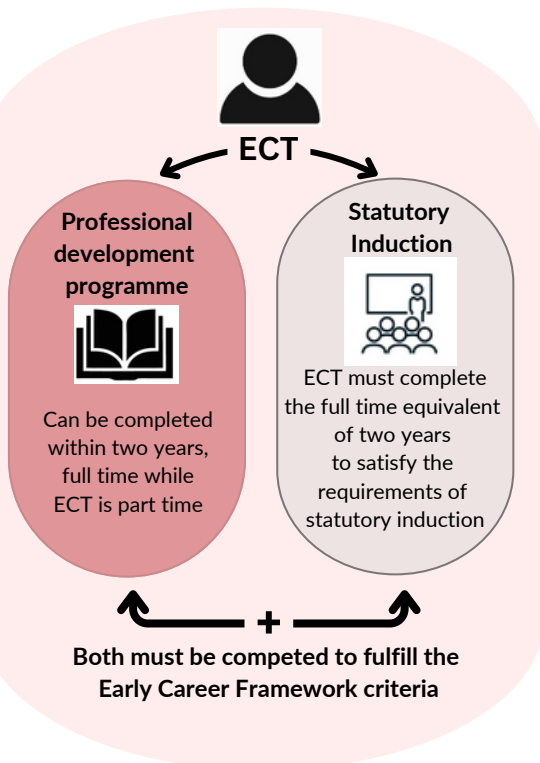
We aim to prioritise schools which are new to us, schools we haven't visited for a while or schools where we are aware that there may be some issues with ECTs. You are welcome to request a visit if you feel this may be helpful.

Statutory Induction and the ECF Professional Development programme

The Early Career Teacher induction has two linked, but separate, parts:

- **Statutory Induction**, assessed against the teachers' standards and reported in progress reviews and assessments to your Appropriate Body
- **A programme of professional development** based on the Early Career Framework.

Completing the professional development programme does not guarantee that statutory induction has also been completed. For example, a part-time ECT may have studied all of the professional development programme modules in line with full time ECTs to complete all the modules, but they would not have covered all of the required teaching hours to satisfy the requirements of Statutory Induction. ECTs should continue to have a mentor and allocated ECT time throughout their statutory induction, even if all the materials from the professional development programme have been covered.



January Starters

If you have ECTs starting in January please ensure they are registered with Odyssey for Appropriate Body services and you have completed the relevant registration steps.



Register your ECT via the DfE ECF portal

Register for Appropriate Body Services

**Register with a
Professional Development Programme**

Mentor selection

When selecting mentors to support your ECTs, please be aware that mentors should hold QTS and, where possible, have specific expertise in the subject and/or phase the ECT will be teaching.

Schools are funded for ECT mentors (£1,713.86 in total) however each mentor will only be funded for one cycle of the ECT professional development programme.

The funding only applies to schools doing a provider-led programme (e.g. UCL via Odyssey) and funding comes directly from the DfE not via Odyssey or the lead provider e.g. UCL.