

Appendix – Early Careers Teachers

This appendix outlines the statutory guidance that applies to Early Career Teachers (ECTs) during their statutory induction period.

This Appendix applies only during the term of the statutory induction period and once an ECT teacher has completed their induction this Appendix will no longer apply.

1. Legislation and Statutory Guidance

The Early Career Teacher induction is underpinned by the Early Career Framework and is in accordance with Sections 135A, 135B and 141C(1)(b), of the Education Act 2002 and The Education (Induction Arrangements for School Teachers) (England) Regulations 2012 as amended. The following statutory guidance applies during the ECT induction period:

- Induction for early career teachers (England) Statutory guidance for appropriate bodies, headteachers, School staff and governing bodies Revised March 2021: To come into force on 1 September 2021
- Early Career Framework (ECF) - January 2019

2. Length of Induction

The length of an induction period for a full-time ECT is two school years. ECTs serving their induction on a part-time basis will reflect the full time equivalent of two school years (e.g. 0.5 FTE induction would be completed in four school years).

In cases where part-time ECTs have completed a period covering but not equivalent to two full school years and can demonstrate that they meet the Teachers' Standards, they may be able to have their induction period reduced in agreement with the headteacher and the Appropriate Body. (Refer to the Induction for early career teachers (England) Statutory guidance).

The induction period is automatically extended prior to completion when an ECT's absences per year of induction (or equivalent for part-time teachers) total 30 days or more (with the exception of statutory leave).

The induction period may also be extended to account for periods of statutory leave or where there are concerns regarding satisfactory progress against the Teachers Standards.

3. Hours of Work

ECTs receive a 10% timetable reduction in their first year of induction (terms 1-3) and a 5% timetable reduction in the second year of induction (terms 4-6) of their working hours as outlined in their attached contract of employment. This time off timetable should be used to specifically enable ECTs to undertake activities in their induction programme.

This is in addition to the timetable reduction in respect of planning, preparation and assessment time (PPA) that all teachers receive.

4. Training During Induction

ECT will receive a suitable monitoring and support programme, structured to meet their professional development needs. The programme of training should enable ECTs to understand and apply the knowledge and skills set out in each of the ECF evidence ('learn that') statements and practice ('learn how to') statements.

ECTs may also be required to undertake additional training as requested by the School and as outlined in the attached contract of employment.

5. Role of the Induction Tutor and Mentor

The induction tutor will provide regular monitoring and support, and coordination of assessment of the ECT's progress against the Teachers' Standards.

The mentor will meet with the ECT for regular mentoring sessions and provide the ECT with mentor training where appropriate.

6. Assessment During Induction

There will be two formal assessment points, one midway through induction, and one at the end of the induction period (Refer to the Induction for early career teachers (England) Statutory guidance for further information).

These will be supported by regular progress reviews to monitor progress, to take place in each term where a formal assessment is not scheduled.

The Appropriate Body makes the final decision as to whether an ECT's performance against the Teachers' Standards is satisfactory, drawing on the recommendation of the headteacher.

7. Concerns Regarding Performance

If the ECT is not making satisfactory progress against the Teaching Standards during their induction, this should be clearly outlined to the ECT and a support plan put in place.

If the Appropriate Body decides that an ECT has failed to satisfactorily complete the induction period, they must inform the ECT of this decision within 3 days along with the details of their right to appeal.

The ECT must notify the Teaching Regulation Agency that they wish to appeal the decision within 20 working days, after which the right of appeal expires except in exceptional circumstances.

If no appeal is lodged, then employment will be terminated no later than 10 working days after:

- notice has been given to the Governing Body that no appeal will be lodged; or
- the expiry of the appeal period, i.e. 20 working days after receipt of written notice that the induction period had not been completed to the satisfaction of the Appropriate Body;

whichever is the earlier.

If the employee appeals and the appeal is dismissed, the employment will terminate no later than 10 working days after the Governing Body has received written notice of the outcome of the appeal hearing.

Failure to complete the induction period to the satisfaction of the Appropriate Body negates eligibility of employment as a teacher in a maintained school, a maintained nursery school, a non-maintained special school or a pupil referral unit.

In cases where there are serious concerns it may be necessary to instigate capability procedures at a stage before the end of the induction period, which may lead to dismissal before the end of the induction period.