



## Windsor Academy Trust

### Early Career Teacher Induction Policy

<b>Early Career Teacher Induction Policy</b>	
<b>Responsible Committee:</b>	People and Culture Committee
<b>Date revised by Board of Directors:</b>	08/12/22
<b>Implementation date:</b>	January 2023
<b>Next review date:</b>	December 2024







# Assessments of ECT performance



## Completing the Induction Period

## **Roles and responsibilities**

### **The ECT**

The ECT is expected to:

- Provide evidence that they have QTS and are eligible to start induction.
- Meet with their school induction tutor to discuss and agree priorities for their induction programme and keep these under review.
- Agree with their school induction tutor how best to use their reduced timetable allowance and guarantee engagement with their ECF-based induction programme.
- Provide evidence of their progress against the  Standards.
- Participate fully in the agreed monitoring and ECF Induction programme.
- Keep track of and participate effectively in the scheduled classroom observations, progress reviews and formal assessment meetings.
- Agree with their school induction tutor the start and end dates of the induction period/part periods and the dates of any absences from work during any period/part period.
- Retain copies of all assessment reports.

If concerns arise, the ECT is expected to:

- Raise any concerns with their school induction tutor as soon as practicable.
- Consult their NTA named contact at an early stage if there are, or may be, difficulties in resolving issues within the institution - school or trust.

### **Role of the headteacher.**







## Role of the Trust Central Team

### The Trust:

- Will ensure compliance with the requirement to have regard to this guidance.
- Ensure ECTs, mentors and other key staff engage effectively with ECF Induction Programme
- Agree, in advance of the ECTs starting the induction programme, which body will act as the appropriate body.
- Agree, in advance of the ECTs starting the induction programme, how the ECF induction, support and training will be delivered.
- Ensure that the induction programme, underpinned by the ECF is effective and appropriate.
- Will ensure the headteacher is fulfilling their responsibility to meet the requirements of a suitable post for induction.
- Must investigate concerns raised by an individual ECT as part of the grievance procedures.
- Can seek guidance from the NTA

# Monitoring arrangements