

Wandle TSA NQT Mentor Newsletter February 2018

In this edition

- **Assessment deadlines and reflection - Page 2**
- **Completion of NQT Induction, absences and mid-year leavers - Page 3**
- **Quality assurance processes - Page 4**
- **Mentoring and coaching - Page 5**
- **Upcoming events - Page 6, 7**
- **Venues - Page 8**

The NQT induction newsletter provides:

- *A quick reference to the Wandle TSA Quality Assurance Programme*
- *Relevant updates on NQT induction*

Contact us

Wandle TSA Appropriate Body

Denys Wallace - Appropriate Body Officer

For advice on the NQT Induction procedures, assessment, quality assurance and raising concerns

Email: dwallace5.212@lgflmail.org

Mobile: 07590551202

Appropriate Body Team

For general queries, and administrative processes

Email: Kelly.McQueeney@schoolalliance@chesterton.wandsworth.sch.uk

Tel: 020 76221619

Wandsworth LA Appropriate Body

Many of our Alliance Primary Schools are registered with the Wandsworth Local Authority Appropriate Body service. For support and advice regarding your NQTs please contact the below.

Jeanette Beattie

Email: jbeattie@wandsworth.gov.uk

Tel: 020 8871 8798

Davina Salmon

Email: dsalmon@wandsworth.gov.uk

Tel: 020 8871 8359

Second Assessment and Final Assessment Deadlines

Second Assessment	Friday 23 rd March 2018
Final Assessment	Friday 13 th July 2018

Reflection

One of the greatest challenges for mentors is to provide supportive challenge. Mentoring can become a cosy and comforting process and lead to collusive patterns of behaviour. Developing our practice using a coaching model can help us provide challenge to the thinking rather than the person.

Here are some questions to reflect upon your practice as a coach mentor in helping your NQT think through how to make progress from where they are now to where they want to be.

- Is pace setting less than helpful to your NQT and how different is it from the concept of coaching?
- How sympathetic are you in general? How are you best managing some of the dangers inherent in sympathy?
- In what terms do you recognise a difference between challenging a person and challenging their thinking, feeling and behaviour?
- What challenges do you need to address with you NQTs?
- How challenging a person do you consider yourself to be? How are you exploring the challenge for you?
- How competent are you at asking powerful questions to enable the NQT to reflect and challenge their practice?
- How far do you consider you have moved along with the continuum from advice giver to coach in your relationship with the NQT?
- What structure is in place in your school to explore these questions with other mentors?

“Calling oneself a mentor or coach does not make one so, any more than calling oneself a genius. It is behaviour that distinguishes” (Pask, 2005)

“Mentoring is a crucial process. The training of teachers drives the quality of the education service, and the mentor is at the heart of that training - the mentor’s influence is the major determiner of the success, nature and quality of the new teacher” (Wright, 2010)

The process after NQTs complete their induction

Statutory Guidance 2.48 - 2.51

Once the headteacher / principal has submitted the final report to the appropriate body:

Within 20 working days must decide whether the NQT:

- has performed satisfactorily against the relevant standards and thereby satisfactorily completed their induction period;
- requires an extension of the induction period; or
- has failed to satisfactorily complete the induction period.

Within three working days of making the decision, make written notification of the decision to: the NQT and the headteacher/principal.

Within three working days, they must also notify the National College for Teaching and Leadership in the case of decisions to fail or extend the NQT's induction, and via the termly return for other notifications.

IMPORTANT

The Wandle Teaching School Alliance does not issue NQT certificates. NQTs will need to visit NCTL Teacher Self-Service Portal:

<https://teacherservices.education.gov.uk/selfservice/login>
to access their certificate.

What are schools required to do when an NQT is absent or leaves the school

Statutory Guidance for NQT Induction (2016) states:

5.4 There may also be circumstances where the headteacher/principal should:

- notify the appropriate body as soon as absences total 30 days or more;
- notify the appropriate body when an NQT serving induction leaves the institution.

Interim assessments

2.44 When an NQT leaves a post after completing more than one term in an institution but before the next formal assessment would be required, the headteacher/principal should complete an interim assessment. This should take place before the NQT leaves their post in order to ensure that the NQT's progress and performance since the last assessment are captured. This is especially important where concerns about progress may have arisen. The information recorded on the interim assessment form will help to ensure that induction can be continued effectively in any subsequent post. **This is also required if the NQT leaves during their final term of induction.**

Quality Assurance Processes 2017-2018

Statutory Guidance for NQT Induction (2016)

5.7 The appropriate body has the main quality assurance role within the induction process.

Through quality assurance, the appropriate body should assure itself that:

- Headteachers/principals (and governing bodies where appropriate) are aware of, and are capable of meeting their responsibilities for monitoring support and assessment. This includes ensuring that an NQT receives a personalised induction programme, designated tutor support and the reduced timetable; and
- the monitoring, support, assessment and guidance procedures in place are fair and appropriate.

In the WTSA the QA processes aim to quality assure the induction processes in schools as well as highlighting examples of effective practice for NQT Induction.

Every year, the WTSA sample at least 10% of schools using the criteria below:

- Schools that have not been quality assured in the last three or four years
- Schools with a significant large number of NQTs
- Schools where there are inexperienced Induction Tutors or NQT Induction Coordinators/Managers
- Schools identified as causing concern
- Schools where there is a new head or acting head/new management team
- Self-selection

The QA is carried out in the following ways:

- **QA visit**
- **Documentation Sampling** (includes: NQT Questionnaire, QA Self Evaluation, various evidence/documents provided by the school on request, telephone conversations with selected NQTs, mentors, etc)
- **Monitoring and supporting schools** where there are concerns about:
 - Limited or unsatisfactory progress made by the NQTs between assessment points
 - Issues with induction procedures and capacity
- **Monitoring of assessment reports** on a termly basis

QA processes will take place throughout the year. Selected schools will be notified 2-4 weeks in advance.

For more information, please contact **Kelly McQueeney**
 Email: schoolalliance@chesterton.wandsworth.sch.uk
 Tel: 020 76221619

Mentoring - Coaching

The WTSA aims to provide the best professional and personal support for our NQTs and their mentors. Our aim is to promote mentoring - coaching into the daily practice of all NQT mentors, indeed, for all staff involved in promoting professional development and learning.

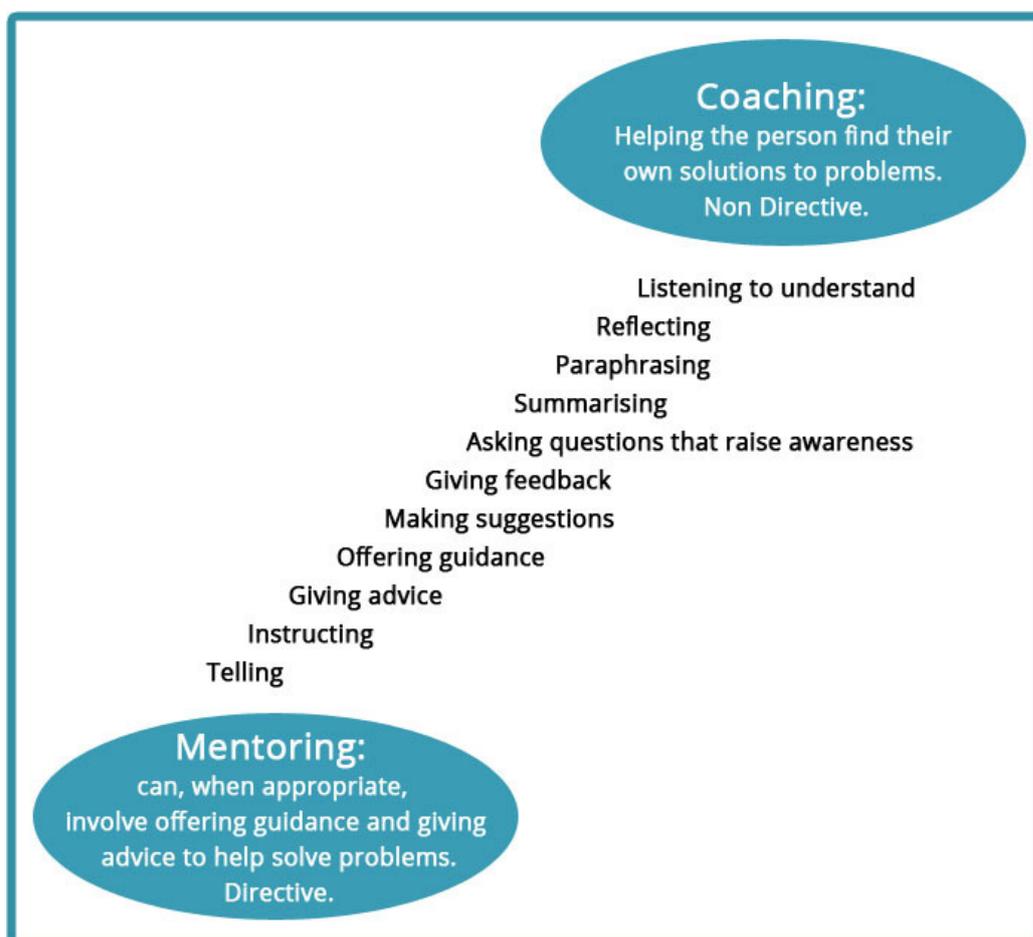
Developing our NQTs is a crucial role in developing and retaining our staff.

We recommend and encourage all staff within the Alliance who act as mentors to take part in our Coaching course which is specifically designed to develop and support mentor's professional learning.

This course aims to go beyond the operational courses provided by HEIs to develop a coaching culture and practice.

The next course will run in the Autumn term and if you haven't already taken part you can get full details from Kelly McQueeney -
Email: schoolalliance@chesterton.wandsworth.sch.uk

“Learning at its most serious level involves creating and sharing knowledge by doing things together with others” (Watkins 2005)



Upcoming Events

SECONDARY NQT PROGRAMME

Wednesday 31st January 2018

Venue - Chestnut Grove Academy

4:30 Start Mental Health

We are pleased to welcome the Wandsworth Hospital School Team who will deliver this session

Wednesday 14th March 2018

Venue - Chestnut Grove Academy

4:30 Start Metacognition

PRIMARY NQT PROGRAMME

1st March 2018 (EYFS & Years 4-6) / 2nd March 2018 (Years 1-3)

**Venue - Chesterton Primary School (Years 1-6)
Eastwood Nursery School (EYFS)**

9:30

Early Years

Developing talk and thinking to achieve mastery

Years 1, 2 and 3

Developing talk and thinking to achieve mastery

Years 4, 5 and 6

Practical and engaging computing to meet the needs of the new curriculum

12:00 Lunch

12:45

Early Years

Programmable devices - learning through play and technology in the environment

Years 1, 2 and 3

Practical and engaging computing to meet the needs of the new curriculum

Years 4, 5 and 6

Developing talk and thinking to achieve mastery

15:30 Day Ends

15th March 2018 (EYFS and Years 1-3) / 16th March (Years 1-6)

**Venue - Wandsworth Professional Development Centre - Years 1-6
Chesterton Primary School - Early Years**

9:30

Early Years

Recording evidence, tracking progress and assessment

Years 1, 2 and 3

Practical and engaging DT to meet the needs of the new curriculum

Years 4, 5 and 6

Practical science activities to extend thinking and learning

15:30 Day Ends

Wednesday 21st March 2018

Venue - Chestnut Grove Academy

4:30 Start Transition from KS2 to KS3

Wednesday 2nd April 2018

Venue - Chestnut Grove Academy

4:30 Start Time Management

18th March 2018 (EYFS & Years 1-3) / 25th May 2018 (Years 4-6)

Venue - Chesterton Primary School

9:30

Early Years and Years 1, 2 and 3

Art and creative development -
a practical workshop

Years 4, 5 and 6

Practical ideas for PE and games
for the non-specialist teacher

12:00 Lunch

12:45

Early Years and Years 1, 2 and 3

Physical development, PE and games;
practical ideas for the non-specialist teacher

Years 4, 5 and 6

Exciting art in the classroom -
a practical workshop

15:30 Day Ends

Venues

Chestnut Grove Academy

45 Chestnut Grove
Balham, London
SW12 8JZ

Chesterton Primary School

Dagnall Street
London
SW11 5DT

Wandsworth Professional Development Centre

Building 1
Burntwood School
Burntwood Lane
London
SW17 0AQ

VENUES



Important Reminder for Primary NQT Leads

***Remember to register for the following 2018 - 2019 programmes
For full details please contact Kelly McQueeney
Teaching School Manager, 0207 622 1619
schoolalliance@chesterton.wandsworth.sch.uk***

Primary NQT Induction Programme:

Designed to enable NQTs to fully understand their role in promoting good learning outcomes for their pupils, our programme draws on a wide range of expert facilitators to lead the sessions, including leading teachers, subject and phase specialists and LA consultants. There will be a differentiated programme for EY, KS1, KS2 and Special Schools to ensure individual sessions meet the needs of NQTs in each specific phase.

Primary NQT+1 Programme:

The Wandle Teaching School Alliance are once again offering this popular yet challenging programme for those moving into their second or third year of teaching or for those who are seeking further support in moving beyond 'good' or taking their first steps in subject leadership. All the sessions will run in the first half of the academic year to allow for participants to apply their knowledge and skills in their everyday professional practice.

IMPORTANT REMINDER