



## Early Career Framework Policy

### 1. Purpose

This policy covers The Reach Free School's provision for those teaching staff who are in the early stages of their career and outlines the support they can expect to receive from more experienced colleagues.

This policy covers those teachers who are undertaking their initial teacher training (ITT) and those who are in their Early Career Teacher (ECT) induction years.

The Reach Free School believes that the ITT year and ECT induction years:

- Develop teachers as learners and reflective practitioners
- Support and contribute to the training, development and selection of new recruits to the profession
- Should be based on current high-quality evidence from the UK and overseas, which underpins the ITT Core Curriculum and the Early Career Framework, as well as our own ITT and ECT training programmes
- Extend and support resources to innovate teaching and learning, including The Reach Teach Toolkit
- Promote partnership with our ITT providers, the Watford Partnership for Teacher Training, Chiltern Teaching School Hub (TSH) and HFL Education.

### 2. ITT trainees' entitlement:

The ITT programme covers School Direct Salaried and Unsalariated positions, Teaching Apprenticeships and other routes into the profession which result in qualified teacher status (QTS). Those individuals on the ITT programme can expect:

**2.1** A designated teacher mentor (TM) will be assigned to the ITT teacher and an hour a week will be allocated for mentor meetings.

**2.2:** A designated professional mentor (PM) will be assigned to the ITT teacher and they will have half-termly meetings. These can be increased if additional support is needed.

**2.3** The ITT teacher is entitled to frequent informal feedback on lessons/parts of lessons that they teach.

**2.4** The ITT teacher will be provided with a programme of school-based Professional Development during their training year/placement, which will include regular sessions related to meeting and achieving the Teacher Standards.

**2.5** The ITT teacher will also participate in the professional and subject studies programmes offered by the Watford Partnership for Teacher Training, as well as the Partnership's annual conference.

**2.6** ITT teachers and mentors will attend all necessary meetings and training hosted by the ITT provider.

2.6 Pastoral experience – ITT teacher will be attached to a form group and house.

### 3. ECT entitlement:

**ECTs are those who have completed the ITT year either at The Reach Free School or through another provider. Those individuals classed as an ECT can expect:**

3.1 A designated ECT Mentor and weekly mentor meetings. These meetings will follow, as per statutory guidelines, the Education Development Trust's ECF curriculum.

3.2 To be observed during the first four weeks of teaching by their Induction Tutor, and thereafter half-termly.

3.3 Feedback to be given on their teaching and pupils' learning by the Induction Tutor and, if requested, the ECT Mentor.

3.4 Targets and an action plan to be produced, in consultation with the Induction Tutor, to consolidate and develop the ECTs teaching skills.

3.5 To teach a timetable that is 90% of a normal teacher timetable in year one and a 95% timetable in year two.

3.6 Their performance to be fairly and rigorously assessed against the Teaching Standards by the Induction Tutor. The Chiltern TSH documentation will be used for this purpose.

3.7 A programme of professional development based on the ECF will run throughout the year within the school, which enhances the curriculum devised by the Educational Development Trust.

3.8 A further programme of professional and subject studies run by the Watford Partnership for Teacher Training, which gives ECTs the opportunity to learn from experienced teachers in other schools as well as network with colleagues in other settings.

### 4. ITT/ECT mentors

ITT/ECT mentors are experienced teachers who will provide specific, bespoke support to teachers in training. They will:

4.1 Provide teachers with information about the school, including policies and the staff handbook.

4.2 Guide teachers on how to attain/continue to meet the Teaching Standards.

4.3 Outline expectations about professional involvement, including curriculum area meetings, parental events, staff meetings and pastoral meetings, as well as safeguarding.

4.4 Oversee and supervise the progress of the ITT/ECT teacher through weekly meetings (General Mentor/ECT Mentor) or half termly meetings (Professional Mentor/Induction Tutor).

4.5 General Mentors, Professional Mentors and Induction Tutors will provide regular feedback on lessons observed and set appropriate weekly and termly targets for development. ECT Mentors will observe and provide feedback if requested or the need arises.

4.7 Offer examples of good practice within teaching and learning and model engagement with researched informed professional development.

4.8 Liaise regularly with the ITT/ECT Coordinator ensuring they are aware of progress.

4.9 Complete documentation required by the relevant Partnership Institution to meet the appropriate ITT deadlines or complete all relevant paperwork for the Chiltern TSH, including online assessments.

4.10 Participate ITT or Watford Partnership for Teacher Training ECT Mentor/Induction Tutor training courses.

## 5. The role of the school

The school acknowledges that investing time and energy in those individuals who are new to the profession can result in significant rewards. Therefore there is a commitment from the school to:

5.1 Ensure that the mentor is specifically trained in order to meet the requirements of the ITT provider or TSH by facilitating external and internal training as appropriate.

5.2 Quality assure the processes through discussions with the Assistant Headteacher for CPD and Professional Mentor as well as ITT provider tutors and TSH/ ECT advisors.

5.3 Deploy other members of staff (e.g. HoDs, HoH, SLT) as appropriate to support teachers, if additional support is needed.

5.4 Follow the ITT providers or TSH's 'Cause for Concern' procedures, if required. This will be done in full co-operation and transparently with the teacher.

## 6. Monitoring and Review

The Headteacher and the Governing Body for The Reach Free School will monitor this policy. The Governing Body will review it every three years.

**Created:** June 2020

**Revised:** June 2023

**Ratified by the Governing Body:** June 2020

**Date of Last Review:** June 2023

**Date of Next Review:** Summer 2026

Change History	Date	Change(s) Made	Change Author	EDI <sup>1</sup>
V1.0		Policy created	AJO/ RBO	
V2.0	June 2023	Policy updated to reflect changes to the induction process and relationship with the WPFTT and TSH.	AJO/ RBO	Yes

<sup>1</sup> Any changes or revisions to the policy have considered equality, diversity and inclusion.  
V2.0