



SMITHDON HIGH SCHOOL

POLICY DOCUMENT

FOR

NEWLY QUALIFIED TEACHERS

**Revised October 2007
Re-adopted June 2013
Re-adopted June 2015**

Smithdon High School is committed to:

1. Identifying and meeting the needs of each NQT, including negotiating objectives which take account of the NQT's Career Entry and Development Profile.
2. Ensuring the NQT has access to a suitable range of professional support, guidance and advice, including the allocation of an induction tutor.
3. Making clear the roles, responsibilities and expectations associated with an NQT and those supporting their introduction to teaching and development.
4. Reflecting local and national procedures and guidance for monitoring, assessing and reporting on progress during the induction period.
5. Providing a range of CPD opportunities.
6. Providing fair and reasonable circumstances in which the NQT will be able to demonstrate her/his ability to satisfy the induction requirements.
7. Providing a period of induction which enables the NQT to take increasing responsibility for her/his professional development and career progression.
8. Making adequate resources available to support the induction arrangements.
9. Reviewing the effectiveness of the school's arrangements for the induction of NQTs.

Newly Qualified Teachers will be provided with a wide range of support from a variety of sources. This support will include:

- Regular sessions with an assigned SLT member.
- Regular support from a designated Head of Department.
- Regular observation of lessons by the SLT member with feedback within two days.
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- A programme of after school sessions which focus on a wide range of activities such as the role of the form tutor, SEN, parent meetings, etc.
- Termly review sessions with the SLT mentor and the Headmaster.
- Attendances at appropriate courses and conferences.
- Receipt of the designated additional non-contact time.
- A programme of peer observation.
- Access to various relevant publications.

In the event of an NQT becoming in danger of 'failing' their NQT year, the following will take place:

- The NQT will be made fully aware of their situation as soon as possible.
- The Local Authority will be informed and support requested.