

North Lincolnshire

Initial Teacher Training Partnership

Graduate Teacher Programme

2010- 11



Introduction

Thank you for your interest in the North Lincolnshire ITT Partnership's Graduate Teacher Programme. North Lincolnshire ITTP comprises North Lincolnshire Local Authority, North Lincolnshire schools and North Lindsey College. The partnership was inspected (by Ofsted) in the summer of 2009 and judged to be a 'good' provider. Particular strengths highlighted included the high quality professional attributes demonstrated by trainees; the effective recruitment procedures which enable trainees to make good progress from immediately after selection; the high quality of schools and the commitment of staff across the partnership in providing effective training to enable trainees to meet their potential; the quality and coherence of the training in helping most trainees to meet the Standards at a good or outstanding level; the trainees' knowledge and understanding of recent initiatives and developments as a consequence of the leadership's ability to anticipate and respond to change; the range and quality of the provider's development planning.

The Training & Development Agency has allocated the partnership 19 training places for September 2010 - these comprise 12 Primary and 7 Secondary placements to be negotiated by the partnership with those schools wishing to be involved in our programme in 2010-11. We especially welcome applications from aspiring Secondary teachers who wish to teach shortage subjects: Maths, Science, ICT, RE, MFL & Design Technology. North Lincolnshire has 81 schools including 13 secondary schools; unlike some other employment-based training providers, North Lincolnshire ITTP arranges all training places for Graduate Teachers – taking into consideration any special relationships already existing between potential Graduate Teachers and schools.

The following sections are included for your information:

- **APPLICATION INFORMATION 2010-11**
- **NORTH LINCOLNSHIRE APPLICATION FORM**
- **PARTNERSHIP ADDITIONAL INFORMATION FORM**

You can also access further information about the various routes into teacher training by visiting the TDA website: <http://www.tda.gov.uk/Recruit.aspx>

I do hope that the enclosed information will enable you to make an informed decision about whether the North Lincolnshire Graduate Teacher Programme is the training route for you.

Applications should be forwarded to Judith Glew, Education Development Centre, South Leys Campus, Enderby Road, Scunthorpe, DN17 2JL. The latest date for receipt of applications will be Friday, **29 January 2010**. We urge applicants intending to apply to *submit their forms to us at the earliest opportunity* and not wait until the deadline date, as long-listing will take place during the first week in February, to enable us to process applications and interviews as efficiently as possible. Please note the following: an acknowledgement of receipt of your completed application can be sent upon your request.

Kim Francis

Kim Francis
Training Manager, North Lincolnshire ITT Partnership

NORTH LINCOLNSHIRE ITT PARTNERSHIP

The Graduate Teacher Programme in North Lincolnshire

Background information for potential trainees

- Are you a qualified graduate who can demonstrate an aptitude and passion for teaching?
- Are you working in a school as a classroom assistant, support assistant or instructor and think you have what it takes to become a qualified teacher?

If the answer to any of these questions is yes, then the Graduate Teacher Programme may be for you.

What do I need?

Essential requirements:

- You will need to have secured a GCSE grade C or above, or recognised equivalent in English and Mathematics (a list of acceptable equivalents is included in the application pack) by 29 January 2010;
- For primary candidates you will also need a GCSE grade C or above, or recognised equivalent in a science subject (secured by 29 January 2010);
- You will have good subject knowledge preferably in the form of a good honours degree (first class or upper second class);
- Overseas trained teachers will need to provide evidence that their qualifications allow them to teach in their own countries and that their qualifications are at the same level as UK qualifications (this information can be obtained from NARIC whose contact details you can find in the enclosed qualifications sheet);
- You must be able to read effectively and demonstrate your communication skills in spoken and written Standard English;
- You must provide a photocopy of original certificates for all relevant qualifications along with your application (please send quality photocopies of relevant documents only i.e. **do not** send originals);
- You must not have failed or withdrawn from a previous ITT programme unless there are exceptional circumstances;
- You will have to be registered with the Independent Safeguarding Authority (ISA) and complete criminal record check (CRB) and health checks before taking up a training place;
- You should have recent, focused, experience in at least one school either in a paid or voluntary capacity.

What do I do next?

- If you feel that you fulfil the essential requirements then complete the enclosed application form and return it to us **with all the necessary documentation**

post to:

Judith Glew, Education Development Centre, South Leys Campus, Enderby Road, Scunthorpe, DN17 2JL

or

email to:

judith.glew@northlincs.gov.uk

(an acknowledgement of receipt of your completed application can be sent to you upon request):

- If you have doubts about any of the requirements (outlined above) then contact us* and we will try to advise you as to the best next steps;

What will North Lincolnshire ITT Partnership do?

- We aim to interview all suitably qualified applicants in February/March who meet our published criteria – applicants should be aware that because of high demand for training places in certain subjects we may need to shortlist with reference to the desirable criteria; candidates will be informed as to the outcome (usually within seven working days);
- We will circulate names of potential trainees to all schools in North Lincolnshire to find suitable training places (April);
- When a suitable training place has been found the potential trainee will need to spend at least 10 days (usually in May/June) in that school undergoing an Initial Needs Assessment which will inform the development of a personalised Training Plan to be drawn up by North Lincolnshire ITT Partnership in close liaison with the school;
- All training places (currently 19 spread across our 81 primary and secondary schools) are dependent upon the allocation of funding received from the Teacher Training Agency and their allocation will be at the discretion of the North Lincolnshire ITTP;
- Once training has started it will be overseen at all times by North Lincolnshire ITTP in partnership with the participating schools.

* Kim Francis – Advisory Training Officer
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Email: kim.francis@northlincs.gov.uk

Judith Glew – Administrative Officer
Telephone: 01724 297119
Email: judith.glew@northlincs.gov.uk

Initial Selection & Interview Process

Introduction:

North Lincolnshire ITT Partnership provides graduate teachers with professional training in the context of successful schools within a dynamic Local Authority. We currently offer 19 training places (12 Primary and 7 Secondary); there is much interest locally in this route into teaching. Our strategy is to be as open and supportive as possible in the way we recruit and select potential trainees – given the strong competition for the small number of places we are able to offer. We recognise the strong sense of commitment that many applicants have made to lifelong learning and seek to reward this stamina and sacrifice with a professionally conducted interview and constructive feedback. By the end of the training programme, successful graduate teachers will have the skills needed to succeed in the classroom. The practical competencies and experience which all teachers need will be developed whilst working on the job.

There are 81 schools in North Lincolnshire – 13 secondary schools; 47 primary schools; 9 junior schools; 10 infant schools and 2 special schools. 27 of the primary/infant schools have nursery provision.

The Graduate Teacher Programme in North Lincolnshire is a 39-week full-time course of professional training during which time the graduate teacher is employed by a school in the Local Authority.

We positively welcome applications from as wide a range of suitably qualified people as possible – regardless of race, ethnicity, gender, age or religion. We adhere to all relevant North Lincolnshire Council policies including Diversity <http://www.northlincs.gov.uk/NorthLincs/CouncilandDemocracy/diversity/councildiversity/> and act in accordance with the TDA guidance booklet 'Able to Teach' - copies of which are available at http://www.tda.gov.uk/upload/resources/pdf/a/able_to_teach.pdf .

Our programme is inspected by the Office for Standards in Education (Ofsted) on behalf of the Training & Development Agency (TDA) which is responsible for all such courses in England and Wales.

Stage One:

The completed application form is received from potential Graduate Trainees. Initial long-listing is dependent on the applicant meeting essential criteria concerning proof of having achieved 'C' grades or above in GCSE Maths & English (and Science, if wishing to train for Primary teaching) and Degree status.

Applications will also be cross-referenced to all essential criteria, and in certain instances the desirable criteria, in the person specification at a short-listing partnership committee meeting.

Stage Two:

Applicants are invited to attend the Education Development Centre in Scunthorpe to undertake a 45-minute hand written response to a topical, education-related piece of reading - under 'controlled conditions'. This then becomes the first aspect of the interview process. Members of the interview panel read and consider both the content and the technical accuracy of the writing immediately prior to meeting the applicant at interview.

(Note: no applicant is denied an interview having submitted a hand-written piece as described above.)

Stage Three:

Applicant is invited for interview at the Education Development Centre. Interviews follow the procedure outlined below:

- A ten-minute presentation (PowerPoint, handouts, OHP may be used at applicant's discretion). The topic for the presentation is given to the applicant in advance i.e. when the interview is arranged. The purpose of this is to allow the panel to assess the communication and presentation capabilities of each applicant.
- A number of questions are then posed to the applicant – two of which will specifically test the applicant's subject knowledge.
- The interview panel is likely to comprise three/four members (made up of a combination of the following: Partnership Headteachers; North Lindsey GTP Co-ordinator or tutor; Governor Support Officer; ITTP Manager, LA Advisory Officers/Advisers).
- 45 minutes are allocated for each interview and this includes the opportunity for applicants to ask questions about any aspects of the programme that they wish to know more about.
- The Interview panel then deliberate and discuss the suitability of the applicant for inclusion on the Graduate Teacher Training Programme. The panel's decision is directed in one of three ways:

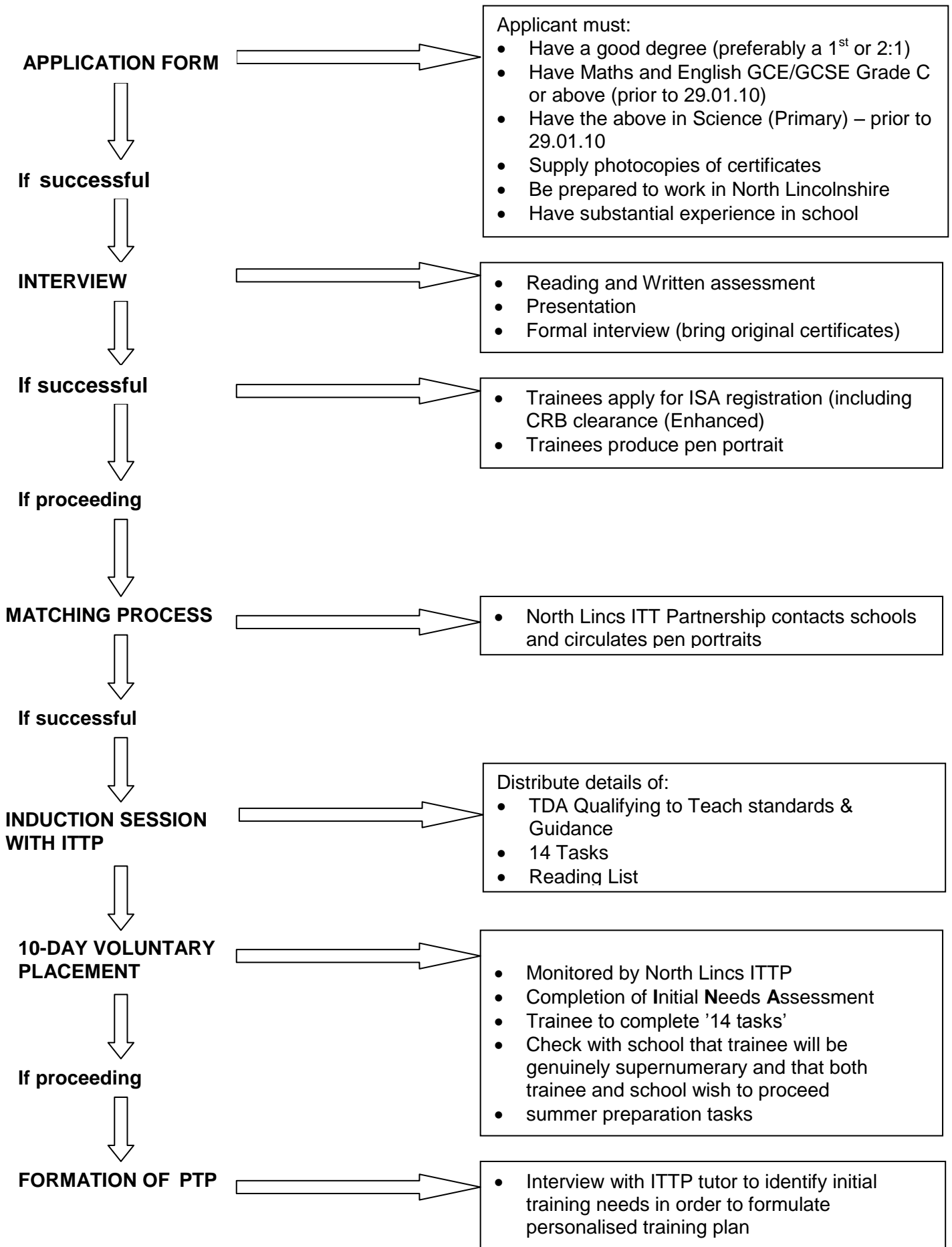
RECOMMEND; RECOMMEND WITH RESERVATION or NOT RECOMMENDED

Stage Four:

A letter is sent to the applicant (normally within 7 days) informing him/her of the outcome of the interview. This is a personalised letter which offers feedback as appropriate. Contact details for the North Lincolnshire ITTP Training Manager are included in the letter to enable applicants to seek further feedback if required.

The remaining stages of the recruitment process are outlined on the attached grid. Applicants should be aware that the final offer of a place on the Graduate Teacher Programme is usually made in July (in readiness for a September start.)

PROCEDURE FOR APPOINTMENT OF GRADUATE TEACHERS



PARTNERING AGREEMENT ISSUED

NORTH LINCOLNSHIRE ITT PARTNERSHIP: RECRUITMENT CRITERIA

Post Reference: NLGT201011

POST TITLE: **GRADUATE TEACHER TRAINEE**

	ESSENTIAL	DESIRABLE	HOW MEASURED
EDUCATION, TRAINING, QUALIFICATIONS & NECESSARY CLEARANCES	<ul style="list-style-type: none"> ➤ First Degree to be achieved and evidenced by 31 August 2010; ➤ For Secondary candidates the degree should be in the subject they wish to train to teach; ➤ GCSE English & Maths - Grade C or above or recognised Equivalency secured before 29 January 2010; ➤ GCSE Science - Grade C or above or recognised Equivalency secured before 29 January 2010 (if wishing to train as a Primary teacher); ➤ Demonstration of a commitment to continuous training/personal development and education; ➤ ISA registration & CRB Enhanced Disclosure; ➤ Self-declaration of suitability to teach children and young people (GTC requirement) 	<ul style="list-style-type: none"> ➤ For certain Secondary Shortage subjects a Degree (preferably 1st or 2.1) in a subject other than that wish they train to teach will be considered in exceptional circumstances ➤ GCSE A Level profile ➤ GCSE C Grade or higher in five subjects 	<p>Evidence of qualifications – photocopies with application form; original certificates at time of written task;</p> <p><u>Professional Reference;</u></p> <p><u>Interview;</u></p> <p>Evidence with application form;</p> <p>Forms processed and returned before commencement of ten-day placement;</p>
RELEVANT EXPERIENCE	<ul style="list-style-type: none"> ➤ Recent* experience of interacting with and supporting pupils' learning in at least one UK school/educational setting; <p><i>*Recent means since September 2007</i></p>	<ul style="list-style-type: none"> ➤ Focused and successful support work to enhance pupils' learning over a sustained period of time in at least one UK school; ➤ Involvement in school-based 'taster' schemes e.g. Student Associate Scheme, Student Ambassadors; 	<p>Application form;</p> <p>Professional reference from a school leader confirming suitability to work with children and young people;</p>

	ESSENTIAL	DESIRABLE	HOW MEASURED
RELEVANT SKILLS AND KNOWLEDGE	<ul style="list-style-type: none"> ➤ Confident use of information and communication technology ➤ Informed awareness of curriculum requirements and importance of subject knowledge to support effective teaching and learning; ➤ Effective presentation skills; ➤ Good standard of written and spoken English; ➤ Persuasive communication skills both written and oral; ➤ Good interpersonal skills, with the ability to enthuse and motivate others and develop effective working relationships; ➤ Listening and empathy skills; ➤ Reflective approach to learning experiences; ➤ Knowledge of safeguarding legislation and procedures 	<ul style="list-style-type: none"> ➤ Working knowledge of National Curriculum, national strategies and agreed syllabi (as appropriate); ➤ Knowledge of appropriate behaviour management strategies; 	<p>Application form;</p> <p>Written task;</p> <p>Interview;</p>
RELEVANT PERSONAL QUALITIES	<ul style="list-style-type: none"> ➤ Committed to raising levels of pupil achievement; ➤ Able to establish positive and effective working relationships with a variety of colleagues; ➤ Self motivating and resilient; ➤ Able to develop effective working relationships; ➤ Organised, able to prioritise, plan and meet competing deadlines; ➤ Able to set, action and review targets for professional development based upon readiness to receive and act upon constructive criticism; ➤ Committed to maintaining and promoting the health, safety and welfare of children 		<p>Interview;</p> <p>Professional reference;</p>

	ESSENTIAL	DESIRABLE	HOW MEASURED
PHYSICAL & MENTAL FITNESS TO TEACH	➤ All entrants must meet "the secretary of state's requirement for physical and mental fitness to teach as detailed in the relevant circular."		Application form Professional Reference
WORKING ARRANGEMENTS	<ul style="list-style-type: none"> ➤ Availability for 10-day placement (unpaid) in the term before the programme begins; ➤ Flexible approach to work obligations; ➤ Ability to work in North Lincolnshire schools for the entire period of the Personalised Training Plan (39 weeks) 		Interview

THE POST IS SUBJECT TO:

DISCLOSURE OF CONVICTIONS UNDER THE REHABILITATION OF OFFENDERS (EXEMPTION) ACT 1975. YES NO

THE LEVEL OF DISCLOSURE FOR THIS POST IS:

1. BASIC DISCLOSURE - convictions not spent
2. STANDARD DISCLOSURE - for posts with children, young people, elderly, sick or disabled, administration of the law
3. **ENHANCED DISCLOSURE** - standard disclosure plus regular care, training, supervising young people

IS THE POST POLITICALLY RESTRICTED? YES NO

Completed by _____ Signature _____ Date _____

NORTH LINCOLNSHIRE ITT PARTNERSHIP GUIDANCE:

GCSE and equivalent qualifications or entry to initial teacher training courses (with acknowledgements to previous TDA guidance)

The following pages provide an overview of the GCSE entry requirements for initial teacher training (ITT) courses and lists the qualifications that North Lincolnshire ITTP regards as equivalent. The list is informed by consultation (in 2006) with the Department for Education and Skills (DfES), the Qualifications and Curriculum Authority (QCA) and several ITT providers.

The qualifications shown are not exhaustive or authoritative and are reviewed regularly. If you are in any doubt as to whether you have reached the required level, you should contact North Lincolnshire ITTP for further clarification.

IMPORTANT NOTE:

Level 2 key skills in application of number and communication, and certificates in adult literacy and adult numeracy, are **not sufficient** to meet the requirements for entry to ITT. Although they are at the same level of the national qualifications framework (NQF) as GCSE A-C grades, they do not cover the full breadth of knowledge demanded by GCSEs.

Qualifications required

The TDA/DCSF requirements for initial teacher training state that all entrants to ITT courses must have achieved a standard equivalent to a grade C in the GCSE examination in English and mathematics before they join an ITT course.

In addition, entrants for primary must have achieved a standard equivalent to a grade C in the GCSE examination in a science subject. Candidates who have achieved GCSEs at grade C or above in English, mathematics and a science subject (if required) should therefore meet the minimum GCSE requirements for entry to ITT. North Lincolnshire ITT Partnership additionally assesses the reading and writing capability of all applicants as part of the interview process and offers an 'extra time facility' for those declaring a special need (dyslexia, for example.)

Special Arrangements

If you cannot satisfy one of the GCSE requirements, The partnership will advise on the possibility of taking a partnership equivalence test (currently available in Maths and English (a fee of £60 applies to cover costs of administration, invigilation and assessment.) The partnership does not offer an equivalence test in Science but will advise as to how applicants might achieve GCSE equivalence by the deadline date of 29 January 2010. Such equivalence tests are only offered on the understanding that applicants are undertaking a programme of study at the appropriate level and expect to take and pass relevant GCSE examinations in the summer of 2010.

Access courses

ITT access courses usually enable you to attain the appropriate level in English, mathematics and science. For more information on access courses, visit the University and College Admissions Service (UCAS) website (www.ucas.ac.uk/access). You should check with your nearest access course provider whether their courses cover ITT entry requirements, usually such course successes are acceptable to North Lincolnshire ITTP – provided written evidence is submitted.

Equivalent overseas qualifications

If you are unsure about the equivalence of a qualification gained overseas, please contact the National Academic Recognition Information Centre (NARIC) at ECCTIS Ltd, Oriel House, Oriel Road, Cheltenham, Gloucestershire, GL50 1XP (Tel: 01242 260010). Please note, however, that NARIC can only provide guidance on whether an overseas qualification is comparable in standard to a given UK qualification; it cannot say whether a qualification is suitable for entry to an ITT course. Such decisions always remain at the discretion of ITT provider.

GCSE equivalent qualifications

The following UK qualifications are generally accepted as meeting the GCSE requirements, although you must remember that the discretion lies with the ITT provider to be satisfied that you have reached an appropriate level. Please note that the GCE O-, AO- and OA-level qualifications must be pass grades (normally these are A, B or C). CSE must be at grade 1 and CEE at grades I, II or III. This list is a guide only and is not exhaustive.

English

Any UK board:

- CSE in English, English language or English studies
- CEE in English
- A2/AS-level in English language or English literature (but not an O-level pass achieved at A-level sitting)

AEB (now AQA):

- OA-level in English language (professional and business use)
- A-level in English language and literature

JMB/NEAB (now AQA):

- OA-level in additional English
- University entrance test in English for speakers of other languages
- O-level in humanities

SEB:

- Until 1985, C or above on the ordinary grade of the Scottish certificate of education
- In or after 1986, grade 3 or above on the standard grade of the Scottish certificate of education
- Higher grade English
- Grade C or above in the certificate of sixth-year studies in English

Irish Republic awards:

- In or after 1975, leaving certificate in English language at grade C or above (ordinary) or at grade D or above (honours)

European baccalaureate:

- Pass in English as a mother tongue or English as a foreign language

International baccalaureate:

- Higher or subsidiary level in English language at grade 4 or above

BTEC:

- Any first, national or higher national certificate or diploma in English

Open University:

- A pass in any undergraduate course prefixed with the letter 'A' or 'D'

University of London Examinations and Assessment Council:

- Certificate of attainment in English at level 4 or above

RSA:

- Stage III (advanced) in English

University of Cambridge English for speakers of other languages:

- Business English certificate (higher)
- Certificate of English language skills (higher)
- International English language testing system (IELTS) (band score 6 or above)

Edexcel:

- IGCSE in English language or English literature

CIE:

- IGCSE in English language or English literature

Mathematics

Any UK board:

- GCE O-level in mathematics (including 'O' in SCE)
- CSE in mathematics
- CEE in mathematics
- O-level or AO-level in additional mathematics
- A2/AS-level (or O-level achieved at A-level sitting) in mathematics or in any A-level subject with mathematics in its title
- A2-level in statistics (but not an O-level pass achieved at A-level sitting)
- AO in statistics, additional statistics or pure mathematics with statistics

AEB (now AQA):

- O-level in commercial mathematics, general mathematics, modern mathematics, technical mathematics, or technical (building) mathematics

London:

- AO-level in applicable mathematics, mathematics and theoretical mechanics, pure mathematics and probability

SEG:

- GCSE in mathematical studies

O & C:

- O-level in general mathematics
- AO-level in mathematics for biology

JMB/NEAB (now AQA):

- O-level in commercial mathematics
- AO-level in mathematical studies

SUB:

- O-level in commercial mathematics and statistics

SEB:

- Until 1985, C or above on the ordinary grade of the Scottish certificate of education
- In or after 1986, grade 3 or above on the standard grade of the Scottish certificate of education
- Higher grade mathematics
- Grade C or above in the certificate of sixth-year studies in mathematics

Irish Republic awards:

- In or after 1975, leaving certificate in mathematics at grade C or above (ordinary) or at grade D or above (honours)

European baccalaureate:

- Mathematics

International baccalaureate:

- Higher or subsidiary level in mathematics at grade 4 or above

ONC/D:

- Science, mathematics or technology are acceptable in principle, but the pattern should be scrutinised to ascertain equivalence

BTEC/TEC/BEC:

- Higher national certificate or diploma award in mathematics
- Any national certificate or national diploma award that incorporates a pass with merit or distinction in mathematics at level 1 or higher
- A technician studies certificate that incorporates a pass with merit or distinction in mathematics at level 1 (The actual content and combination of the modules studied may also determine whether a qualification is considered to be equivalent.)

BEC/TEC:

- Higher national certificate or diploma award in mathematics, statistics and computing; or in computing

Open University:

- A pass in any undergraduate course prefixed with the letter 'M' or 'T'

Edexcel:

- IGCSE in mathematics

CIE:

- IGCSE in mathematics

Science

All primary or key stage 2/3 entrants are required to have achieved a standard equivalent to a grade C in the GCSE examination in a science subject.

Any UK board:

- GCE O-level or A2/AS-level (including O in SCE) in any science subject (physics, chemistry, biology, human biology, general science, geology)
- CSE in any science subject
- Zoology A2-level

BTEC:

- First diploma in science: pass with merit or distinction
- Science modules from the national diploma: pass with merit or distinction (The actual content or combination of modules studied may also determine whether a qualification is considered to be equivalent.)

Open University:

- A pass in any undergraduate course prefixed with the letter 'S'

Edexcel:

- IGCSE in science (double award)
- IGCSE in biology, chemistry or physics

CIE:

- IGCSE in biology, chemistry or physics
- IGCSE in physical science, coordinated sciences or combined science