

Policy for Reducing the ECT Induction Period for Part Time ECTs

2024-25

Application for a Reduction to the Induction Period

At the Appropriate Body, our guiding principles are firmly rooted in empathy, transparency, collaboration, and continued learning. We are committed to championing the entitlement and professional development of Early Career Teachers in Lincolnshire and beyond. Our approach is underpinned by a deep understanding of the unique challenges faced by educators, and we recognise the induction process as a pivotal opportunity to support and retain teachers in the profession.

We firmly believe that the induction process is a vital piece of positive framework which is in place to support and empower teachers to develop, grow and refine their teaching practice and pedagogy. Every Early Career Teacher has the right to support, training and mentoring via the ECF for two full years and we encourage all ECTs to take this opportunity. The process is there to support recruitment and retention, allowing ECTs time to embed and reflect on their practice. Seldom will educators encounter such unique opportunities in their careers, and it's important to note that this induction process does not hinder pay or career advancement. Before applying for a reduction, the Appropriate Body kindly ask that the reasons are reflected upon as to why the ECT might not feel the need to make use of the full 2-year support period and how this might affect their continued professional development & mentor support.

Decisions regarding the length of induction are based on the DfE's [Statutory Induction Guidance](#).

This document is for schools who wish to [request a reduction based on an ECT who works Part Time](#). If you wish to request a reduction based on an ECT's prior experience, please see the separate document relating specifically to prior experience.

*2.36 ECTs serving induction on a part-time basis at any **point will need to serve the fulltime equivalent (FTE) of two full school years** (based on a school year of three terms). Therefore, an ECT working part-time as a 0.5 FTE will need to serve induction for four school years.*

*2.37 It is for the school and appropriate body to **decide in each individual case** the length of the induction period required which is fair and takes full account of the ECT's working pattern.*

*2.38 In cases where part-time ECTs have completed a period covering but not equivalent to two full school years and **can demonstrate that they meet the Teachers' Standards** they may, taking into account para 2.37 above, be able to have their induction period reduced (see para 3.5 on reductions).*

Regulation 3.2 provides for the induction period to be reduced to a minimum of one term where [special circumstances apply](#). This means that the induction period could also be incrementally reduced to a minimum of one term (i.e. 2 terms, 3 terms or 4 terms etc.) as deemed appropriate.

Reducing the induction period must be agreed with the Appropriate Body (AB) [in advance](#) so that relevant and appropriate Quality Assurance (QA) checks can be undertaken. The [AB will not normally agree to any retrospective reduction](#) of the induction period.

The school should submit reduction request in writing to the AB using the [attached pro-forma](#). This may take place:

- Following the appointment of a teacher who has not yet completed induction, but would appear eligible for consideration under paragraphs 3.2 – 3.5; or
- As soon as the school has evidence and feels confident that special circumstances apply.

[Any request must be endorsed by the ECT](#). If an ECT wishes to serve the full induction period they must be allowed to do so.

In making a decision about whether special circumstances apply, and allowing a reduction of the induction period, [the AB will take account of advice and evidence from the employing school](#). This may include:

- Supporting statement from employing school based on observation(s) and any other evidence of ECT's competence in relation to the Teachers' Standards
- Evidence from the school/ECT of meeting the Teachers' Standards
- Statement of agreement from ECT

Where the AB applies discretion to reduce the induction period the school must provide the [full range of ECT entitlements](#) for the duration of the induction period including:

- Reduced teaching timetable of 90% in first year of induction and 95% in second year
- Allocated Mentor and regular timetabled mentor meeting
- Access to an Early Career Framework (ECF) training programme and any other internal CPD that the ECT requires.
- The ECT is observed at regular intervals.
- The ECT has the opportunity to observe other teachers.

If at the end of the reduced induction period the school's recommendation is that the ECT has not successfully met the Standards, the AB will then follow the induction process in the normal way.

The AB will decide whether the ECT:

- Has achieved the relevant standards and thereby satisfactorily completed their induction period;
- Requires an extension of the induction period; or
- Has failed to complete satisfactorily the induction period.

Request to reduce the induction period Part Time ECTs

In accordance with the statutory guidance document: *Induction for early career teachers (England)* revised in September 2021, Appropriate Bodies have discretion to reduce the length of the induction period to a minimum of one term (in recognition of previous teaching experience and exceptional circumstances).

| | | |
|---|--------------|-------|
| ECT Name: | Headteacher: | Date: |
| School: | | |
| Start date of Induction Period: | | |
| Part-time ratio (e.g 0.5 etc): | | |
| Proposed end date of Induction Period: | | |
| <p>I would like to request a reduced induction period for the above named ECT and confirm that evidence shows that he/she is capable of meeting the Teachers' Standards at the required level by the end of reduced induction period.</p> <p>Signed (Headteacher)</p> | | |
| <p>Headteacher statement to support request for a reduced induction period. This should include references to evidence of how the part time ECT is meeting the Teachers' Standards to the same level as a full time ECT.</p> | | |
| <p>Has the ECT kept up with the ECF at the same rate as full time ECTs? If not, what proportion of the ECF have they covered? NB completion of the whole ECF programme is not a requirement to complete induction.</p> | | |

I confirm that I am in agreement with this request for a reduced induction period. I understand that my ECT entitlements will cease at the end of the reduced induction period. (See page 2 of this document for a list of these entitlements).

Signed (ECT)

If the school/ECT wished to submit additional documents supporting this request, please list them here, and send them electronically with this form. This may include lesson observations, notes from meetings with the induction tutor or other evidence of the ECT meeting the Teachers' Standards.

L.E.A.D Teaching School Hub AB Service Confirmation /Rejection of Reduction Request

| | | |
|---|-------|----|
| The request for a reduced induction period has been agreed by the Appropriate Body. | Yes | No |
| Reasons for rejection (if applicable): | | |
| Signed: | Date: | |
| Sophie Lougher L.E.A.D. Teaching School Hub Appropriate Body Lead | | |