



Llywodraeth Cymru  
Welsh Government

# Coronavirus (COVID-19) and statutory induction for newly qualified teachers in Wales: Temporary guidance

Mae'r ddogfen yma hefyd ar gael yn Gymraeg.  
This document is also available in Welsh.

**OGL**

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## **Introduction**

We recognise that newly qualified teachers (NQTs) in Wales will understandably be anxious about the potential impact of Coronavirus (COVID-19) on their statutory induction. The guidance below has been developed to support NQTs and their schools during this time, and to provide a way forward for NQTs undertaking induction.

## **Existing requirements**

There is a requirement for NQTs undertaking induction in a maintained school in Wales to complete three school terms or equivalent. NQTs who are not employed on a full-time basis must complete 380 school sessions.

All NQTs are expected to gather evidence throughout their induction period to demonstrate their progress in meeting the professional standards for teaching and leadership and to enable assessment at the end of the induction period. This evidence is recorded in their on-line induction profile available via the Professional Learning Passport (PLP) on the Education Workforce Council's (EWC) website at [www.ewc.wales/site/index.php/en/](http://www.ewc.wales/site/index.php/en/).

The induction profile forms an important focus for self-review and regular discussion with the Induction Mentor (IM) and External Verifier (EV) to ensure NQTs are aware of areas they should prioritise for further professional learning. It also provides a substantial part of the evidence that is considered in the final assessment and moderation at the end of the induction period.

## **Revised requirements**

### **What to do while schools are closed**

Schools are now closed to children and young people, with the exception of providing care for a limited number of children.

All NQTs should continue reviewing their practice and progress to date against the induction level of the professional standards for teaching and leadership.

All NQTs should engage in professional learning activities, such as distance learning via Hwb or other platforms, to address any gaps identified. Regional consortia will be in touch with NQTs shortly after the Easter break to deal with queries and to provide opportunities for NQTs to continue to develop while schools are closed. The contact details for regional consortia can be found below.

All NQTs should make every effort to undertake teaching duties remotely, in accordance with the school's direction, and continue to log any teaching that they undertake on their induction profile. They should also develop experience templates in their PLP.

NQTs undertaking induction via short-term supply must ensure their supply agency verifies any sessions undertaken if the school is unable to.

NQTs are encouraged to undertake the equivalent of 60 sessions/six weeks of teaching or professional learning during the remainder of the school year in order to complete their induction period in this school year.

Any NQTs that continue to work in schools to provide care for the children of key workers can record those sessions in their induction profile, and they will count towards the induction period.

A Continuity of Teaching and Learning form will be available through the PLP for NQTs to record any professional learning or teaching undertaken during this period. NQTs are asked to log any activity undertaken by the hour, 3 x 1 hour activities will count as a session. Completed forms should be uploaded to the PLP and emailed to the EWC using the relevant contact details below.

## **Absence**

**NQTs currently undertaking induction on a full-time basis** may be absent for up to 30 school days (equivalent to six weeks) and still successfully complete induction, provided there is evidence that the professional standards for teaching and leadership have been met.

**NQTs undertaking induction on a part-time or supply basis**, who have up until 4 April completed and logged 300 sessions, will be allowed to record absence of up to 60 sessions (equivalent to six weeks) for the 2019/20 academic year only.

Recording absence in this way will give NQTs the opportunity to submit their induction profile for assessment this academic year, despite schools being closed. Absence should be recorded on the Continuity of Teaching and Learning form, uploaded to the PLP and e-mailed to the EWC.

All NQTs, who had expected to complete their induction period by the end of the summer term, are encouraged to try and complete their induction profile by the Whitsun half term and then record the absence for the remainder of the summer term. This will allow EVs and appropriate bodies (ABs) to assess the evidence provided in your profile and make a recommendation on the induction outcome (pass/fail/extend). This recommendation will be subject to national moderation in the usual way, to ensure consistency and equity for all NQTs (see section below).

## **Role of EVs and IMs while schools are closed**

Statutory induction requirements such as observations and EV visits are cancelled while schools are closed.

During this time, EVs and/or IMs should continue to:

- hold professional conversations with NQTs via telephone or on-line
- agree targets with their NQTs
- make their final recommendations to the ABs after the Whitsun half term.

## Assessment of induction and extension arrangements

The assessment process at the end of an induction period will remain as outlined in the current guidance<sup>1</sup>.

Should the AB determine that a NQT requires further support before passing their induction, an extension will be applied. The length of the extension will be determined by the AB.

It is possible that NQTs who have been required to extend their induction period under these circumstances, will not have continuing employment. In such cases, it is the NQT's responsibility to find another teaching post in which to complete their induction period. There is no limit to the time they may take to do this.

## Further advice and contact details

All consortium induction leads, ABs and the EWC induction team have been made aware of these changes. Supply agencies and the education workforce unions have also been informed of these temporary changes.

If schools have any queries relating to induction funding, please e-mail the EWC via [professionaldevelopment@ewc.wales](mailto:professionaldevelopment@ewc.wales)

NQTs should send their Continuity of Teaching and Learning Form to [professionaldevelopment@ewc.wales](mailto:professionaldevelopment@ewc.wales)

Consortia contact details:

Central South Consortium	Mandy Esseen: <a href="mailto:mandy.esseen@cscjes.org.uk">mandy.esseen@cscjes.org.uk</a> Heather Jones: <a href="mailto:Heather.Jones@cscjes.org.uk">Heather.Jones@cscjes.org.uk</a>
South East Consortium	Deb Woodward: <a href="mailto:deb.woodward@sewaleseas.org.uk">deb.woodward@sewaleseas.org.uk</a> Hannah Barry: <a href="mailto:Hannah.Barry@sewaleseas.org.uk">Hannah.Barry@sewaleseas.org.uk</a>
ERW	Sarah Perdue: <a href="mailto:sarah.perdue@erw.cymru">sarah.perdue@erw.cymru</a>
GwE	Ieuan Jones: <a href="mailto:ieuanjones@gwegogledd.cymru">ieuanjones@gwegogledd.cymru</a>

Contact details for local authorities within GwE and ERW can be found at <https://hwb.gov.wales/professional-development/induction/#contacts>

Further information on the role of schools during the COVID-19 pandemic can be found at <https://gov.wales/how-schools-will-work-during-coronavirus-pandemic>.

**Please note that it may be necessary to review this guidance should circumstances change significantly in the coming weeks and months.**

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<sup>1</sup> *Induction for newly qualified teachers in Wales* (2017)  
<https://hwb.gov.wales/storage/4f7a6f2e-d8c4-4a93-a774-ac65c1272e31/induction-for-newly-qualified-teachers-in-wales.pdf> (P.12)