

**North Lincolnshire**

**Initial Teacher Training Partnership**

**Graduate Teacher Programme**

**2008-9**



**North Lindsey College**



## Introduction

Thank you for your interest in the North Lincolnshire ITT Partnership Graduate Teacher Programme. North Lincolnshire Initial Teacher Training Partnership (ITTP) comprises North Lincolnshire Local Authority, North Lincolnshire schools and North Lindsey College. We are now in our sixth year of operation as an ITT provider and following a highly positive report from OFSTED (July 2004), became a fully accredited provider in August 2005.

The Training & Development Agency is likely to allocate the partnership 23 training places for September 2008 - these will be a mixture of Primary and Secondary placements to be negotiated by the partnership with those schools wishing to be involved in our programme in 2008/9. We will be especially interested to receive 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 2008-9**
- **TDA QUALIFICATIONS GUIDANCE**
- **NORTH LINCOLNSHIRE APPLICATION FORM**
- **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, **8 February 2008**. We do, however, urge applicants intending to apply to *submit their forms to us at the earliest opportunity* 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 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?
- Are you an overseas-trained teacher who would like to gain qualified teacher status in England or Wales?

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 GCSE grade C or equivalent in English and Mathematics (a list of acceptable equivalents is included in the application pack);
- For primary candidates you will also need a GCSE grade C or above in a science subject;
- 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 complete criminal record and health checks before taking up a teaching post;
- You should have some recent experience in a 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 and we will take it from there (*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 between January and April; 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/May);
- When a suitable training place has been found the potential trainee will need to spend at least 10 days (usually in June/July) 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 23 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.

# 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 23 training places; 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. 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 course, 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](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 shortlisting 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 other essential criteria in the person specification.

## **Stage Two:**

Applicants are invited to attend the Education Development Centre in Scunthorpe to undertake a 45-minute hand written task under 'controlled conditions'. This then becomes the first item 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 (OHP, handouts, PowerPoint 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 normally comprises five members (Two Headteachers; North Lindsey GTP Co-ordinator or tutor; Governor Support Officer; ITTP Manager).
- 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:

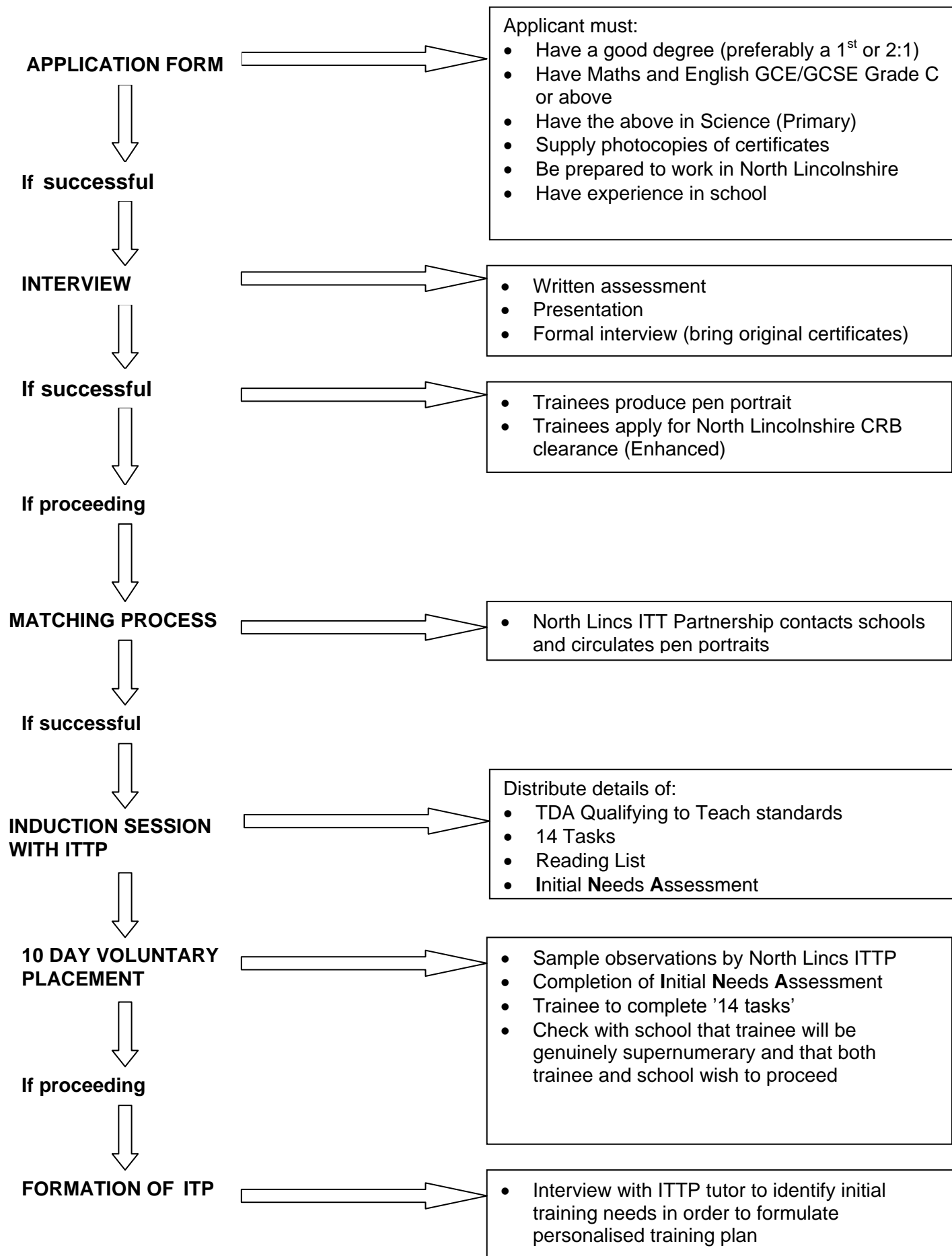
**RECOMMEND; RECOMMEND WITH RESERVATION or NOT RECOMMENDED**

## **Stage Four:**

A letter is sent to the applicant (normally within 7 days) informing him/her of the outcome of the interview. Wherever possible, 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 progress 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



## AN OVERVIEW OF THE GRADUATE TEACHER PROGRAMME IN NORTH LINCOLNSHIRE

Pre-programme	Term 1	Term 2	Term 3
<p><b>Recruitment:</b></p> <ul style="list-style-type: none"> <li>• Written task</li> <li>• Presentation</li> <li>• Interview</li> <li>• Pre-placement Training Session</li> </ul> <p>• Match Graduate Teachers and schools (production of 'Pen Portraits')</p> <p>• 10 day placement inclusive of Initial Needs Assessment to monitor suitability for acceptance on the course</p> <p>• Mentor/trainer assigned – training arranged as required</p> <p>• Personalised Training Plans produced and discussed (PTP)</p> <p>• Background Reading – reading list circulated to all Graduate Teachers</p>	<ul style="list-style-type: none"> <li>• 2-Day Induction Conference</li> <li>• ITP regularly reviewed</li> <li>• Core training programme (Fridays)</li> <li>• North Lindsey Support Programme (Fridays)</li> </ul> <p>• Team teaching</p> <p>• Observation of other teachers</p> <p>• Taking classes</p> <p>• Action research</p> <p>• At least fortnightly professional development meeting with mentor/trainer (trainee writes and keeps records)</p> <p>• Lesson observation: oral and written feedback</p> <p>• Termly Review meeting leading to assessment</p>	<ul style="list-style-type: none"> <li>• Individual Needs Assessment reviewed regularly and ITP revised as needed</li> </ul> <p>—————→</p> <p>—————→</p> <p>—————→</p> <p>—————→</p> <ul style="list-style-type: none"> <li>• Termly Review meeting leading to assessment</li> </ul>	<ul style="list-style-type: none"> <li>• Headteacher (may be devolved to ITT Co-ordinator in Secondary Schools) observes lesson prior to recommendation for QTS</li> <li>• Final Assessment</li> </ul> <p>—————→</p> <p>—————→</p> <p>—————→</p> <p>—————→</p> <ul style="list-style-type: none"> <li>• QTS assessment review meeting</li> <li>• Final Assessment</li> </ul>
<p><b>Counselling facility</b>                      Local Authority network group for mentor/trainers                      GTP Training delivered by LA Consultants/Advisers/ASTs                      Ongoing courses and sessions at North Lindsey College                      Regular ITTP monitoring visits (lesson observations and termly reviews)</p>			



	<b>ESSENTIAL</b>	<b>DESIRABLE</b>	<b>HOW MEASURED</b>
<b>SKILLS AND KNOWLEDGE</b>	<ul style="list-style-type: none"> <li>➤ Informed awareness of curriculum requirements to support effective teaching and learning</li> <li>➤ Effective presentation skills;</li> <li>➤ Good standard of written and spoken English</li> <li>➤ Persuasive communication skills both written and oral;</li> <li>➤ Good interpersonal skills, with the ability to enthuse and motivate others and develop effective working relationships;</li> <li>➤ Listening and empathy skills;</li> <li>➤ Reflective approach to learning experiences;</li> </ul>	<ul style="list-style-type: none"> <li>➤ Confident use of information and communication technology;</li> <li>➤ Working knowledge of National Curriculum, national strategies and agreed syllabi (as appropriate);</li> <li>➤ Knowledge of appropriate behaviour management strategies;</li> </ul>	Application form; Written task; Interview
<b>PERSONAL QUALITIES</b>	<ul style="list-style-type: none"> <li>➤ Self motivating and resilient</li> <li>➤ Able to develop effective working relationships;</li> <li>➤ Organised, able to prioritise, plan and meet competing deadlines;</li> <li>➤ Able to set, action and review targets for professional development;</li> </ul>	<ul style="list-style-type: none"> <li>➤</li> </ul>	Interview; Professional reference

	ESSENTIAL	DESIRABLE	HOW MEASURED
<b>WORKING ARRANGEMENTS</b>	<ul style="list-style-type: none"> <li>➤ Availability for 10 day placement in the term before the programme begins;</li> <li>➤ Flexible approach to work obligations;</li> <li>➤ Ability to work in North Lincolnshire schools for the entire period of the Individual Training Plan</li> </ul>		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 \_\_\_\_\_



GCSE and equivalent qualifications for entry to initial teacher training courses



# Introduction

This booklet outlines the GCSE entry requirements for initial teacher training (ITT) courses and lists the qualifications that ITT providers may regard as equivalent. The list was compiled following consultation 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 annually. It is for individual ITT providers to decide whether candidates meet the minimum GCSE requirements. If you are in any doubt as to whether you have reached the required level, you should contact the ITT provider(s) of your choice for advice.

## Notes

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. However, if you hold one of these qualifications you may be able to provide evidence that you have met the additional requirements of the GCSEs.

To meet the professional standards for higher level teaching assistants (HLTAs), candidates need to hold nationally recognised qualifications in literacy and numeracy at level 2 of the NQF. Not all the qualifications listed in this document meet this criterion. Visit [www.hlta.gov.uk](http://www.hlta.gov.uk) for further information on qualifications acceptable for HLTA status.

# Qualifications required

***Qualifying to teach: professional standards for qualified teacher status and requirements for initial teacher training* states 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 or key stage 2/3 courses who were born on or after 1 September 1979 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. Providers may have their own additional qualifications requirements and you should check before applying that you meet any such requirements.**

## Special tests

If you cannot satisfy one of the GCSE requirements, ITT providers may offer special equivalence tests as evidence that you have reached the appropriate standard. These are only likely to be offered when the provider is satisfied that you are otherwise acceptable as a candidate. Not all providers offer such tests and you should ask the provider(s) of your choice for further information.

## 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](http://www.ucas.ac.uk/access)). You should check with your nearest access course provider whether their courses cover ITT entry requirements, and whether these are acceptable to your chosen ITT provider(s).

## 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 providers.

# 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:

- GSCE 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.)

## Mathematics (continued...)

### **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

The TDA is committed to providing accessible information. To request this item in an alternative language or format contact **TDA corporate communications** at the address below or e-mail [corporatecomms@tda.gov.uk](mailto:corporatecomms@tda.gov.uk).

Please detail your requirement and provide your name, address, phone number or e-mail address.

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