

## Straight to Teaching

### Confirmation of School Support

Name of Applicant:

Intended Start Date:

Name of School:

#### To the Applicant:

As part of the application process for our Straight to Teaching (S2T) programme, we require confirmation from your school that you will receive full support throughout the duration of your programme.

This form must be reviewed & signed by the Senior School Manager (or staff member with equivalent authorities) at your employing school.

This form must be completed & returned to TES Institute via your online application form before you submit your completed application. Failure to do so will cause delays in processing your application.

For any queries, please contact us at [s2t-institute@tesglobal.com](mailto:s2t-institute@tesglobal.com) or 020 3194 3200

#### To the School:

The Straight to Teaching (S2T) programme is a professional development programme for staff employed in schools, leading to assessment for Qualified Teacher Status (QTS) through the Assessment Only (AO) process and subject to the Department for Education (DfE) Assessment Only Criteria.

We would be grateful if you would confirm that you are willing to support the above named applicant throughout the duration of the S2T programme with the following:

- The responsibilities and conditions detailed in the Straight to Teaching agreement
- Providing the applicant with the time, resources, teaching and wider school experience opportunities, as well as the day-to-day support necessary to successfully complete the programme. The applicant must be employed at your school in order to undertake these activities. A teaching timetable between 50-80% of a normal teacher's timetable is usual.
- Providing the time and support needed for the Initial Needs Assessment (INA) visit, where a TES Pathway Tutor conducts an assessment of the applicant with the school mentor to determine the applicant's current working level against the Teachers' Standards, the structure and content of the applicant's personalised QTS Preparation Plan (QPP) and the length of the S2T preparation period.
- Providing the time and support needed for the applicant and the school mentor to attend additional Pathway Tutor visits, as required by the S2T programme.
- Providing the applicant with appropriate subject/phase-specific teaching over the identified period of their S2T programme. This includes teaching roles that enable the applicant to gain the additional depth and breadth of teaching experience required to provide evidence that they meet all of the Teachers' Standards and other criteria for the award of QTS in their chosen teaching phase and/or subject specialism across their chosen age-range.
- Depending on their experience, the applicant may need to do a contrasting teaching placement for a **minimum of 20 days** (in the required age range and subject(s)). This teaching placement can be flexible in its arrangement; however it must allow the applicant to teach the same class or classes and not just fill odd days. The experience can also be completed prior to the start of the programme, although the applicant and the school should be clear on what is actually required during this placement in terms of evidence to meet the Teachers' Standards prior to undertaking it.
- Providing the applicant with an appropriate teaching timetable with responsibility for teaching, planning, marking, data-tracking, and reporting on and assessing the pupils across their chosen age range, predominantly in their chosen subject (if secondary), or if primary in the core and a range of non-core subjects.
- Appointing a suitable (in terms of the nominated teacher's knowledge, experience and skills) subject/phase teacher to act as the school mentor to the applicant for the duration of their programme. This includes ensuring the school mentor is allowed sufficient time and resources to hold weekly mentor meetings and formal lesson observations, and to provide appropriate support to enable the applicant to meet all of the Teachers' Standards.

At the INA visit, all parties will sign up to the specific conditions relevant to that learner/school, such as:

- Total number of terms, and the associated fees, required to complete the programme
- If required, the minimum number of days in a contrasting placement

- List of additional academic qualifications the applicant must obtain before the end of their S2T programme
- Any other requirements.

Programme fees will be due following the visit, and can be paid either in full or via instalments. If the applicant decides to withdraw or defer their place on the S2T programme *after* the INA visit takes place, this will incur a fee of £500 to cover the costs of the visit. Should the applicant later resume the programme, the £500 INA fee will be deducted from the overall programme fees. Fees can be paid by the school and/or applicant, and it is expected that the applicant and school have an agreement in place to cover them.

By signing this form the School confirms that the applicant has;

- sufficient written and verbal English language skills to enable them to undertake the S2T programme successfully.
- A full DBS check
- Meets the government's requirement for physical and mental fitness to teach.

I have read in full, and agree to, the above terms in this Confirmation of School Support Form, as well as the terms & conditions of the [Straight to Teaching agreement](#) and [TES Global terms and conditions](#).

Signed by the School Head Teacher:

School Name:	School Stamp:
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School Address:	
School's Ofsted Rating:	
Telephone:	
Contact Name (print):	
Contact Title (print):	
Signature:	
Date:	

**Signed by the Applicant:**

Name (print):	Signature:
Date:	

**Please note, once this section has been completed by the learner and the school you will only need to upload this single page to your application form.**

## Straight to Teaching School/Learner Fact Sheet

**What is the School committing to?**

- The responsibilities and conditions within the Straight to Teaching agreement.
- Agree to employ their learner for the length of the S2T programme and assessment period (subject to satisfactory performance and achieving the Teachers Standards);

- Provide an appropriate (50-80% teaching commitment) timetable (teaching the same class or classes on a regular basis so that they can build a relationship with the pupils and demonstrate pupils are making progress) across the age range that the learner has applied for assessment under and in the appropriate subject(s). The learners should have responsibility for planning, teaching, marking, assessing, reporting on etc. for the class(es) they teach. For primary school aged pupils that means teaching core subject such as maths, English and science, as well as a range of others;
- Learners can continue to undertake elements of their previous role in school (such as TA or HLTA) in the time they are not teaching or having the statutory PPA time for the teaching they are undertaking.
- Provide a named senior member of staff to liaise with the Pathway Tutor regarding any issues and to look after the strategic aspects of the S2T programme (timetable, allocation of mentor, arranging second school placement);
- Provide an appropriate Mentor (with 2 years post QTS experience or more) with the time, desire, skills and ability to undertake the role effectively. Mentors will need to provided day to day support and commit to a weekly formal observation (does not always have to be done by the mentor, could be another member of staff) and mentor meeting with the learner;
- Provide in school/external training to complement the TES Institute online learning sessions;
- Most learners will need a second school **teaching** placement of at least 20 days in a contrasting school to comply with the Assessment Only Criteria. School Coordinators should arrange second school placements for learners, if needed.

### How can my learner prepare for the Straight to Teaching programme?

- Gather all their key documents, GCSEs, degree, skills test certificates, DBS number, physical and mental fitness to teach declaration;
- Familiarise themselves with the [Teachers' Standards](#) and their main strengths and areas for development;
- Practice and take and pass the Literacy and Numeracy [skills tests](#);

- Develop their subject knowledge using National Curriculum, school and examination board guidance.

More information on the Straight to Teaching programme is available on the TES Institute [website](#).