



Registered Charity No: 1151468

# Merseyside, Cheshire & Greater Manchester Teacher Training Consortium

## School Direct Salaried Employed Initial Teacher Training

### **ASSESSMENT ONLY ROUTE TO QUALIFIED TEACHER STATUS ENTRY REQUIREMENTS, PROCESS OF APPLICATION AND PROGRAMME OPERATION**

#### ***INTRODUCTION***

The Assessment Only route is for experienced, unqualified teachers and must be completed within 3 months of acceptance onto the programme.

The route does not include any training; the candidate must be ready for assessment at application.

However, due to the short timescale and the difficulty in preparing for assessment on your own the Consortium has designed a programme of support consisting of the following stages:

#### ***PROGRAMME PROCESS***

- a. School recruitment. The candidate will have gone through a school recruitment process, and have been examined as suitable for the teaching profession.
- b. Experience. The candidate will have extensive and evidenced teaching experience, teaching their appropriate subject across the required age ranges and ability ranges, and within at least two schools.
- c. Professional skills tests. The candidate will have completed the professional skills tests prior to entry.
- d. Application. The candidate must satisfactorily complete the Consortium's Assessment Only Application Form, Form020, available through our web site - [www.TeacherTrainingConsortium.org.uk](http://www.TeacherTrainingConsortium.org.uk) - which can be submitted electronically, and include copies of all qualifications. Correct completion of the Application Form is the first step of our selection process, so if the form is not completed correctly and required copies not enclosed, your application will not progress to the next stage.  
Candidates must also include a completed copy of the School Certification, Form089, certified by the Headteacher and Chair of Governors of the employing school, and the required fee.
- e. Portfolio. The candidate will complete a portfolio confirming that their teaching meets the Teachers' Standards. This is required prior to the first visit.
- f. Initial Interview and Assessment. Once your application has been assessed as satisfactory, your details will be passed to an Initial Assessor who will arrange for a first visit.  
The first visit will take approximately 4-6 hours, and will include:  
Confirmation of your qualifications, by sight of the originals;  
Confirmation of your English literacy ability by test;  
Confirmation of your experience and English language ability by interview;  
Discuss your actual and potential evidence base;  
Examination of your portfolio of evidence;  
Observation of you teaching a lesson.

If the Initial Assessor feels that, for whatever reason, you are not ready to start the programme, advice will be provided on what you should do to progress your application.



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At the conclusion of the visit you will be given two options -  
Go straight to Final Assessment  
Receive an Additional Support Visit (There will be an extra charge for this visit)

The Initial Assessor will provide an Action Plan for any additional work required to complete your portfolio before Final Assessment.

If the Initial Assessor feels that your portfolio needs further examination before Final Assessment, they will recommend an Additional Support Visit, which will also include a Lesson Observation.

- g. Final Assessment. The Consortium will have appointed a Final Assessor, who will contact you to arrange Final Assessment. The Final Assessor will examine your evidence and will observe you teaching. The result of the Final Assessment is either Pass or Fail.  
Fail will mean you will be unable to continue to teach so it is strongly advised that you are fully prepared for Final Assessment before arranging the visit.

### ***ENTRY REQUIREMENTS***

To be a suitable candidate to apply for the Assessment Only route, you must:

- a. Have achieved GCSE minimum Grade C or equivalent in English
- b. Have achieved GCSE minimum Grade C or equivalent in Mathematics
- c. If Primary, have achieved GCSE minimum Grade C in a science subject
- d. Hold a first degree of a UK higher education institution or equivalent, minimum class 2:2
- e. If Secondary, hold a degree-level qualification in the subject you are teaching, or be able to demonstrate degree-level subject knowledge
- f. Have substantial and evidenced teaching experience, probably in excess of 12 months.
- g. Have experience and evidence of teaching your subject in at least 2 schools
- h. Have experience and evidence of teaching across two consecutive age ranges in your subject
- i. Have experience and evidence of teaching across the ability range within your chosen age ranges
- j. Be currently employed in an Unqualified Teaching position, which will continue for the duration of your programme
- k. Obtain certification from your Headteacher and Chair of Governors that they will support your programme
- l. Have passed the professional skills tests
- m. Construct a portfolio of evidence to demonstrate your teaching meets the Teachers' Standards.
- n. Pay the required fee.

### ***SCALE OF FEES***

There is no Government funding to support the Assessment Only programme. All fees must be paid by the candidate, or the employing school, on application.

The basic fee for the Assessment Only programme is **£1,500.00**, payable on application.

The fee covers Application Assessment, Initial Interview and Initial Assessment visit, Final Assessment visit. Should your application not be suitable for the programme, £200 will be retained as an administration fee with the balance being refunded. Once an Initial Assessor has been appointed, no refund will be made.



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If your employing school is outside of an approximate radius of 60 miles from the Consortium's offices in Runcorn, additional charges will be levied, approximately an extra 20% of the fee for each additional 60 miles distance.

If the Initial Assessor feels that you require an additional visit before Final Assessment, this will be charged at £500.00, plus additional travel costs as above where appropriate, payable in advance of the visit.

### **PORTFOLIO**

Your portfolio is a collection of evidence to support satisfactory attainment against the standards.

The Consortium offers no prescriptive format for your portfolio, but recommends that two items of evidence within the portfolio should be sufficient evidence against each sub-section within a standard. Quality evidence may be cross-referenced to different standards (or a sub-section within a standard).

You will need to prepare a reflective statement linking your competence to the standards – outlining how you have met the Standards. The personal reflective statement should highlight the particular features and achievements of your time as a teacher that support your claim as a qualified teacher, based on the evidence contained in your portfolio.

Your personal reflective statement should be written in the first person and be in such terms to convince the reader that you meet the Teachers' Standards and you are a worthy entrant into the teaching profession.

### **EVIDENCE**

Evidence can take many forms. To qualify as evidence it must comply with certain 'rules':

#### **Valid**

The evidence must be teaching evidence and relate to the specified standard. Substantial evidence will come from formal observations by experienced practitioners.

#### **Authentic**

The evidence must be clearly shown as your evidence. A word-processed document would be annotated in your writing, or contain your signature. A witness statement would contain someone else's signature and refer to you by name.

To verify authenticity, ask yourself what shows that this piece of evidence is yours?

#### **Current**

The evidence must be appropriate to the current Teachers' Standards, therefore should not be more than two years old.

#### **Reliable**

The evidence must demonstrate your consistent performance over a period of time. The Consortium usually expects to see two pieces of evidence that support competence, but this evidence will be supported by other pieces of evidence collected over a period of time.

#### **Sufficient**

The evidence needs to demonstrate that you can meet the standards (or sub-section within a standard) consistently. At least two pieces of evidence are required in your portfolio to cover each standard, although one piece of evidence may be cross-referenced against more than one standard.