



Reduction to an ECTs Induction Period: Guidance for Headteachers, Induction Tutors and ECTs

This guidance document draws upon Section 3: Special circumstances, from the [Induction for early career teachers \(England\)](#) statutory guidance for appropriate bodies, headteachers, school staff and governing bodies. In particular, it refers to paragraphs/ regulations 3.2-3.4 (p.27): Reducing the induction period.

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. 1.5 terms, 2 terms or 2.5 terms) as deemed appropriate.

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

A request to reduce the induction period must be received in writing by the AB. This may be:

- following appointment of the teacher who has not yet completed induction, but would appear eligible for consideration under paragraphs 3.2 – 3.4 of the statutory guidance for the induction of early career teachers (England)
- or as soon as the school has evidence and feels confident that special circumstances apply

Any request must be endorsed by the ECT.

In making a decision about whether special circumstances apply, and allowing a reduction of the induction period, HISP TSH AB will take account of advice and evidence from the employing school. HISP TSH AB will undertake a QA visit to assess the appropriateness of reducing the induction period, with a view to ensuring the likelihood of successful completion.

During this visit the following documentary evidence should be made available:

- A copy of the ECTs previous performance management documentation or record for last year of contracted employment
- A copy of the ECTs application form showing previous teaching experience with dates
- A supporting statement from the employing school based on observation(s) and any other evidence of the ECT's competence in relation to the Teachers' Standards
- Evidence from the ECT to support the request to reduce their induction period
- A written statement of agreement from the ECT

Where HISP TSH AB applies discretion to reduce the induction period, an external validation of the ECT's performance will be undertaken by a HISP TSH AB representative, towards the end of the shortened period.

If at the end of the reduced induction period the school's recommendation is that the ECT has not successfully met the Teachers' Standards, HISP TSH AB will then follow the induction process in the normal way (see paras 2.6 – 2.68 from the statutory guidance for the induction of early career teachers (England)). HISP TSH AB will decide whether the ECT:



- Has achieved the relevant Teachers' Standards and thereby has satisfactorily completed their induction period;
 - Requires an extension of the induction period; or
 - Has failed to complete satisfactorily the induction period.
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Guidance for considering a reduction of the induction period

The teacher should already have **significant** teaching experience (para 3.3), for example prior experience as a teacher in:

- An independent school
- An Academy or Free School
- An FE institution
- A British School overseas
- Any other institution where induction may be served (para 2.1)

And/or

Prior experience as:

- An unqualified teacher/instructor
- A teacher in a school where induction cannot normally be served
- A teacher in an overseas school

And/or

Prior experience in a school which has provided:

- **Recent** teaching experience (i.e. within last 5 years) and in the same phase/ age range
- **Relevant** teaching experience (i.e. in a similar subject and where relevant, knowledge and understanding of the syllabus/ curriculum etc.)
- A **continuous** contracted employment of not less than 3 terms, normally undertaken at the same school
- An appropriate working and teaching environment (i.e. a school which has not been deemed as unsuitable to host induction through Special Measures)
- Performance management processes which can evidence experience and competence