

The Keele and North Staffordshire Teacher Education SCITT

Selection and De-selection of Schools from the Partnership

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Date: _____

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Name: (Print) _____

Position: _____

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Introduction

Under the current regulations for ITTE, the partnership is required to lay down clear criteria and guidelines for the selection and de-selection of schools to and from the partnership. At Keele and North Staffordshire Teacher Education (KNSTE) we are acutely aware that this is a complex and sensitive issue but one which is of the utmost importance. The aim of this policy is to ensure consistency of provision within the partnership to enable us all, schools, trainees and KNSTE colleagues to enjoy the rewards of the high quality training that we are collectively ambitious to achieve.

In developing this policy, the following factors have been taken into account:

- The KNSTE Leadership Team will review cases for membership or de-selection and make recommendations to the KNSTE Strategic Board who will then inform the KNSTE Director of their decisions.
- The policy belongs to the partnership, it is formulated through the Strategic Board.
- It is recognised that virtually all situations that arise will be dealt with informally, through open communication and utilising the professional judgment of Head Teachers, Lead Mentors, General Mentors and the KNSTE Leadership team.

It is important that there is an element of mutual accountability and in this sense we feel it is important to have criteria and procedures for the selection and de-selection of Partnership schools.

Criteria for selection of schools to the Partnership

Schools in the Partnership will, to the best of their capabilities, ensure that they

- have procedures in place to deliver training to a high and consistent standard, such that trainees have access to training that enables them to achieve to a good or high level
- the General Mentor attends a designated number of KNSTE development meetings
- are willing to support staff in undertaking further training from time to time
- are willing to release and commit staff time to fill the roles of General Mentor
- organise trainee timetables in line with programme specific requirements;
- are willing, normally, to make arrangements for trainees to attend Cluster Meetings, twilight training events and other training opportunities.
- are willing to provide classes/settings for placements where the class teacher / and other professionals provide a good role model for trainees.
- are willing to evaluate the quality of in-school training through, self-evaluation, KNSTE forums and meetings and moderation visits.
- are willing to provide observations, tutorials and other school based training as appropriate to particular placement.
- are willing to evidence that the school is an appropriate training environment in terms of, for example, test and examination results, and exclusion rates.

- have a most recent inspection report that identifies no important shortcomings, or provide evidence to prove that shortcomings highlighted in the most recent inspection report have been addressed
- are willing to include school-based training in a school development plan, policy or other school based documentation
- are willing to share with trainees school data to enable them to develop their capacity to personalise the learning experiences for the pupils that they teach
- have effective policies for ensuring equal opportunities;
- are willing to contribute to quality assurance procedures

Criteria for de-selection of schools from the partnership

It should be noted that whilst the criteria below describe the reasons for de-selection, it does not mean that those schools are in any way excluded from the partnership. Re-application can be made as soon as any of the issues are resolved. Any de-selection procedure will only be enacted following intensive and wide ranging discussions with the General Mentor and/or Head teacher of the school concerned. The Director of KNSTE would be made aware of an issue at the earliest opportunity and act to support the school and monitor to ensure policy was clearly adhered to.

De-selection will be made on the basis of failure to meet the set criteria or non-compliance with Partnership policies and procedures such as:

- persistent non-submission of reports on trainee's progress, including summative reports, lesson observations and other paper work required by KNSTE either in paper form or via the KNSTE Data Management System or website.
- persistent non-compliance with basic course requirements (e.g. a refusal to provide trainees with appropriate non-teaching time).
- persistent evidence that observations and tutorials are not being undertaken.
- persistent evidence that shows that trainees are being used as supply staff to cover classes.
- persistent evidence that trainees are not being appropriately graded

Procedure for de-selection of schools

1. Where an issue affecting the school's work in ITTE remains unresolved (which relates to one or more of the criteria in this document) the normal procedure would be for the Lead Mentor to discuss this with the KNSTE Deputy Director.
2. The Assistant Director would, in the first instance, then negotiate and record an action plan for the development of ITTE arrangements in the school. A copy of the action plan would be submitted to the KNSTE Director for approval. The action plan would be discussed with the school via the Lead Mentor or Assistant Director.
3. Where an action plan was not being realised a sub-committee of the Strategic Board would meet to consider evidence in relation to this issue. This sub-committee would consist of four members, two from KNSTE and two from the schools and would make a decision about de-selection on the basis of the evidence it had before it. A separate sub-committee with a similar membership constitution would consider any appeals against this decision. This would be carried out in a confidential manner so as not to damage interschool relationships and the

Chair of KNSTE Strategic Board would only intervene if matters could not be resolved in a satisfactory manner. The Chair of Strategic Board would have the final decision.

4. The sub-committee may then, on the basis of non-compliance with the appropriate criteria, make a recommendation for that school to be de-selected from the partnership. The recommendation would be made known to the Strategic Board

Schools in Special Measures

KNSTE regularly monitors the Ofsted inspections of Partnership schools. If partner schools go into special measures they can continue to work with ITTE but the situation would need to be monitored to ensure that the trainee is not disadvantaged. This would need to be judged on an individual basis and discussions about any concerns will take place with KNSTE Strategic Board.

If a partner school goes into special measures whilst a trainee is already placed with them then the following procedures would be adhered to in accordance with DfE guidelines. The trainee can remain in place provided that:

- there are no risks to the individual's training;
- another school provides any necessary additional support;