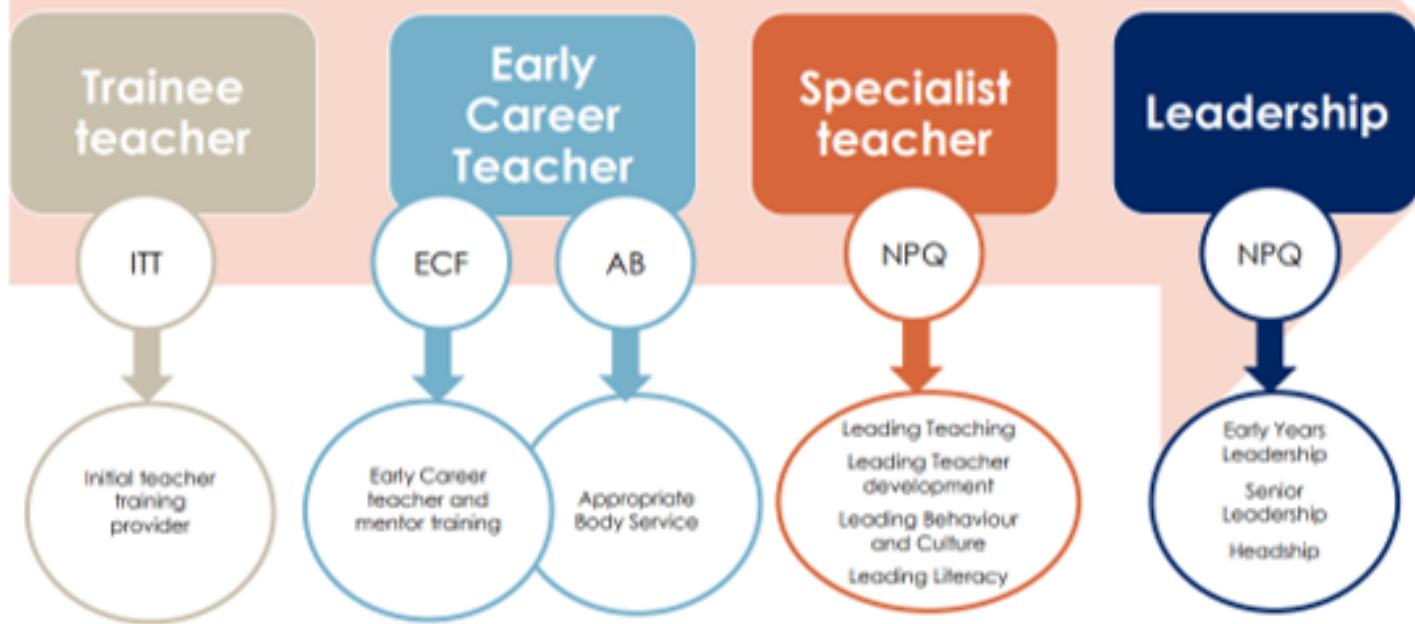




## KEY INFORMATION AND UPDATES

*Committed to developing professional expertise and making a difference to the lives of children*



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## 1. Early Career Teacher Registration

ECTs starting in January 2025 will need to be correctly registered in 3 places:

**1 Registered with the DfE [here](#).**

**2 Registered for their Statutory Induction with an Appropriate Body**

- Read our quick guide to Appropriate Body Service [here](#)
- Register with the Teach West London Appropriate Body service (please see the next page)

**3 Registered on an ECF based training programme**

- Further information about the ECF [here](#),
- Find out about UCL and Teach West London's ECF Programme [here](#).

## 2. Early Career Framework Programme

**New registrations for January 2025**

If you had only YEAR 2 (cohort 2) or NO ECTs/Mentors in the last academic year (2023/24) please [complete this form](#) to provide your 'confirmation of intent' to work with Teach West London to deliver the ECF Full Induction Programme training in partnership with UCL for the 2024/25 academic year.

Approximately one week after submitting the form, you will receive an automated email from the DfE. This email will ask you to confirm that you accept the partnership. Once you have confirmed, [please access the DfE portal to register new ECTs and Mentors for January 2025](#). Do take care when entering the details - incorrectly entered email address will delay the participant's enrolment to the UCL Learning Platform (UCLeXtend).

Please note: The Headteacher and Induction Tutor should have access to the DfE portal. If your school is not able to access the DfE portal, please email: [continuing-professional-development@digital.education.gov.uk](mailto:continuing-professional-development@digital.education.gov.uk) providing your school name and URN and request login details.

### 3. Appropriate Body

All ECTs new to your school must be registered with an Appropriate Body (AB) before they start their induction. The deadline for all ECTs to be registered with the Appropriate Body is 10.01.25.

#### New ECT Registrations:

- View our registration guide [here](#)
- Watch a video on how to register your School on ECT Manager [here](#)
- Read the list of information required to register an ECT on ECT Manager [here](#)
- Find more information about our AB service on our website [here](#)
- View upcoming training and networking events can be booked [here](#)

### 4. National Professional Qualifications

**Congratulations** to our 69 Spring 2023 NPQ leadership participants who recently passed their summative assessment. For those interested in completing their National Professional Qualification in Spring 2025 (the next cohort), please register your interest [here](#).

### 5. Initial Teacher Training

Teach West London are receiving lots of high-quality applications from people who want to train to teach in West London. Could your school work in partnership with Teach West London to train the next generation of teachers? If so, either complete our [\*\*placement offer form\*\*](#) or [\*\*express your interest\*\*](#) to find out more.

For independent advice on how to offer ITT placements to support with recruitment and staff development in your schools, please refer to our [\*\*ITT guide for schools\*\*](#) and [\*\*ITAP guide\*\*](#). Alternatively, please contact the Head of Teach West London: [lmackenney@teachwestlondon.org.uk](mailto:lmackenney@teachwestlondon.org.uk).

**Teacher Degree Apprenticeships (TDA):** If you are interested in offering a TDA at your school, please contact us to find out which local providers are offering TDAs. The teacher training providers confirmed so far will offer TDAs in secondary maths.

## 6. Important updates related to professional development of Teachers

- **ITT mentor training requirements**

In November 2024, the DfE announced changes regarding ITT mentor training requirements. Read more about these changes [here](#). We are pleased that the DfE have listened to feedback from ITT providers and Schools and have relaxed the requirements in relation to ITT mentor training.

While there is no longer a minimum training time requirement, ITT providers are still committed to ensuring that mentors receive high-quality training and support. For the remainder of this academic year, Teach West London and the PLITEN group (group of London ITT providers) will continue to offer a comprehensive suite of CPD provision for all mentors to support their professional learning and ensure they are able to meet the needs of all trainees. Please contact the ITT provider you work with for further information if required.

- **ITT mentor training funding:**

Please note, for this academic year, schools will be able to claim for the mentor training hours (up to a maximum of 20 hours) that have been completed by each mentor. If you are offering placements with us, Teach West London will provide evidence of completed training.

As many of you will be aware, additional guidance relating to the ITT general mentor grant has recently been published. The additional guidance includes further information on how ITT placement schools can access the service to make a claim for funding. Further information is available at: [Initial teacher training reform funding guidance - GOV.UK](#) and by clicking on the [General mentor training: additional guidance](#).

- **ECF changes for 2025-2026**

The ITTECF will replace the ECF from September 2025. Further details regarding changes to Teach West London / UCL's training programme will be shared in early Spring 2025. For schools delivering their own training to ECTs, further information will be shared through the Appropriate Body.



## 7. Update your school details

We're keen to communicate with the right person at your school. So that we can prepare and support your school effectively, please update your school details by clicking on the link below and completing a short form..

**[Update your schools details here](#)**

**Upcoming events and training** - view and book your place [here](#).

### Contact us

**ECF, NPQ and General enquiries:**

info@teachwestlondon.org.uk

**ITT enquiries:** ITT@teachwestlondon.org.uk

**ECT Induction / AB enquiries:**

AB@teachwestlondon.org.uk

**Appropriate Body (AB) Lead:** Lesley Mackenney

**Telephone number:** (0)20 3301 3180

**Website:** teachwestlondon.org.uk

### Update your school details

We're keen to communicate with the right person at your school. So that we can prepare and support your school effectively, please update your school details by completing [this](#) short form.

## Building confidence in the classroom: Teach West London's first term in review

The first term of Teach West London's Initial Teacher Training (ITT) programme marked an exciting beginning for its inaugural cohort of trainees, as well as for our staff team, who have enjoyed supporting aspiring primary and secondary educators as they embark on their teaching careers.

Trainees not only spent a significant portion of their Autumn term in their placement schools, observing lessons and interacting with pupils / students but had a weekly classroom day themselves at one of our training centres. The school-based programme is central to the Teach West London training experience, enabling trainees to apply their new learning around pedagogical theories and refine their practice in classrooms across the four boroughs of Ealing, Harrow, Hillingdon and Hounslow.

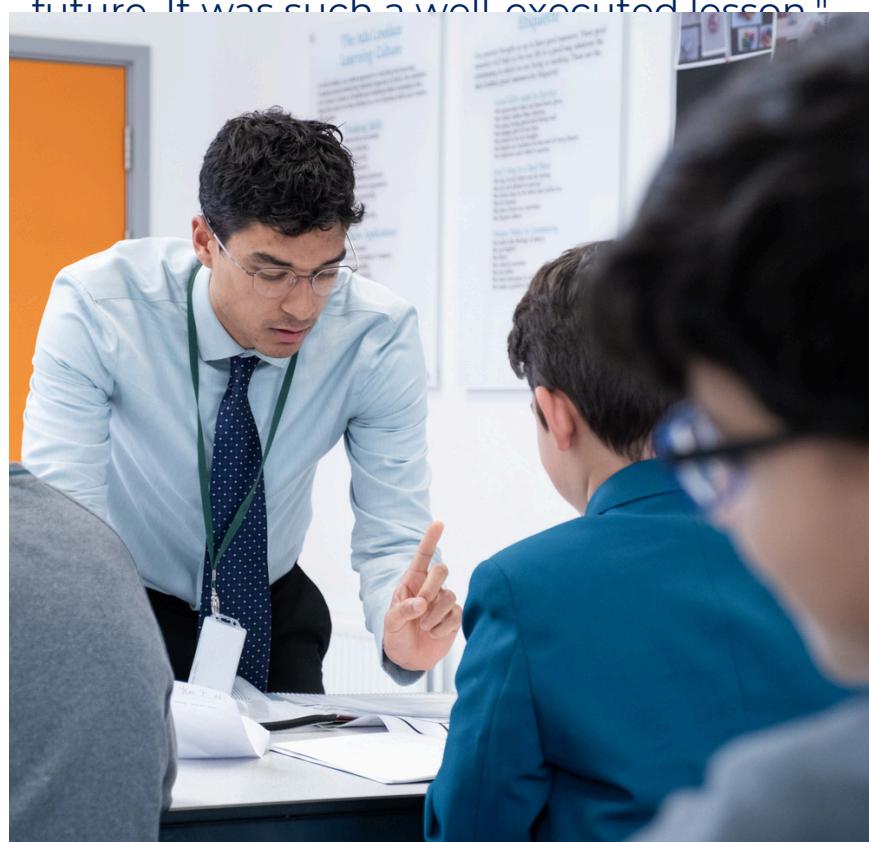


Primary trainee Deepsharan shared how this balance of theory and practice has been particularly beneficial: "*I find the Monday sessions very beneficial. I have been able to implement my learning into my practice.*" Secondary trainee Roisin also reflected on the value of the programme's structure, noting, "*I have learned a lot during the [professional learning and subject specific] sessions... the history session motivated me to do more to support that subject, and I've since been in contact with my local library to see if my school can borrow artefacts for history lessons... They are now in talks with the History lead in my school!*" Roisin's example highlights how trainees even in their early careers are positively impacting their placement schools and students.

## Intensive Training and Practice (ITaP) Weeks: Teach West London's first term in review

ITT Trainees further developed the confidence and skills necessary to manage a classroom and deliver engaging lessons through their participation in the Intensive Training and Practice (ITaP) weeks. Each ITaP week began with expert-led sessions where trainees were introduced to specific teaching principles and strategies. These sessions were followed by classroom observations at a diverse range of primary and secondary host schools across West London.

Feedback from Primary Trainee Emma highlights the impact of these weeks: *"ITaP 2 [in November] has been the most beneficial to me, as I was able to observe a range of expert colleagues practicing excellent explanation and modelling. Combining these observations and theory together has allowed me to improve my own practice."* In December, secondary trainees focused on metacognition and retrieval practice, techniques critical for helping secondary students consolidate their learning and enhance long-term retention. Trainee Honey reflected on the high-quality teaching she observed at her ITaP placement school: *"The two lessons I observed were amazing, especially the one with Year 11. The way the teacher used exam-style questions for retrieval practice was something to remember and use in future. It was such a well-executed lesson."*



Looking ahead to the Spring term, Teach West London is excited to provide trainees with further opportunities to observe experienced teachers and continue refining their practice through ITaP weeks 3 and 4.

## Support for our Trainees: Teach West London's first term in review

Each trainee receives comprehensive support and is paired with a mentor who provides regular feedback and guidance. These mentorship relationships allow trainees to reflect critically on their practice, identify areas for growth, and receive the tailored support they need to thrive. Mentor Doina highlighted the mutual benefits: *"Teach WestLondon encourages both trainees and mentors to engage in reflective practice. The reflection allowed me as a Mentor to refine my own practice and supported the trainee teacher in developing self-awareness and professional growth."*

Director of ITT, Dharmini Shah affirmed, *"The wellbeing and progress of trainees is our top priority. We strive that each mentor/trainee combination fosters an environment of continuous learning, where trainees can openly discuss their experiences and refine their approaches."* Several Trainees heralded the support The Teach West London team offer. Secondary Trainee Heba said: *"It has been nothing but amazing, a great department and team that have supported me and helped me find my feet since September and continue to do so."*



By the end of the first term, trainees at Teach West London have gained a strong foundation in key areas of teaching. They have not only acquired theoretical knowledge but also developed the practical skills needed to become effective, reflective practitioners.

With a strong emphasis on continuous professional development, we will continue supporting our trainees to build the knowledge, skills, and confidence to succeed in diverse educational settings.

**A huge thank you to our placement schools in supporting a very successful first term.**

**Could your school offer a valuable training placement opportunity and support teacher recruitment in your local area?**

**Contact us today: [ITT@teachwestlondon.org.uk](mailto:ITT@teachwestlondon.org.uk)**