

**Appropriate Body – Harrogate Grammar School
Teaching School for the Red Kite Alliance**

Red Kite Alliance
Harrogate Grammar School
Arthurs Avenue
Harrogate HG2 0DZ



NQT Induction Assessment Form:

	End of first assessment period
	End of second assessment period
	Interim assessment

Instructions for completion

- Where tick boxes appear please insert "X".
- The head teacher/principal should retain a copy and send a copy of this completed form to the appropriate body within 10 working days of the NQT completing the assessment period.
- The original copy should be retained by the NQT.
- Hard copies will be required at certain stages of assessment, particularly for signature, unless they are submitted on-line with the necessary authentication in place of signatures. This can be done if the form is sent from the headteacher's email address once all other parties have completed and approved their sections.
- Full guidance on statutory induction can be found at <http://www.education.gov.uk/schools/leadership/deployingstaff/b0066959/induction-newly-qualified-teachers>.

NQT's Personal Details:

Full name		Former name(s) (where applicable)	
Date of Birth	National Insurance Number	DfE Teacher Reference Number	Date of QTS Award
Name of Institution (school or college)			URN Number

Appropriate body receiving this report: **Harrogate Grammar School**

Recommendation:

	The above named teacher's performance indicates that he/she is making satisfactory progress against the Teachers' Standards within the induction period.
	The above named teacher's performance indicates that he/she is not making satisfactory progress against the Teachers' Standards for the satisfactory completion of the induction period.
	I confirm that the NQT has received a personalised programme of support and monitoring throughout the period specified below in line with the statutory guidance.

Date of start of this assessment period:		
Date of end of this assessment period:		
Either	Number of terms completed during this assessment period	
Or	Number of days that can count towards induction during this assessment period:	
Does the NQT work:	Full time	Part time
Number of days of absence during this assessment period:		

Assessment of progress against the Teachers' Standards:

The head teacher/principal or induction tutor should record, in the box below, brief details of the NQT's progress against the Teachers' Standards including:

- strengths;
- areas requiring further development, even where progress is satisfactory (for example aspects of the Teachers' Standards which the NQT has yet to meet); and areas of concern
- evidence used to inform the judgements; and,
- targets for the coming term.

Comments **must** be in the context of and make reference to each specific Teachers' Standard which can be found at: <http://www.education.gov.uk/schools/leadership/deployingstaff/a00205581/teachers-standards1-sep-2012->.

Please continue on a separate sheet if required.

Assessment of progress against the Teachers' Standards (continued):-

Comments by the NQT:

The NQT should record their comments or observations on their induction to date.

Please reflect on your time throughout this assessment period and consider whether:

- you feel that this report reflects the discussions that you have had with your induction tutor and/or head teacher during this assessment period;
- you are receiving your full range of entitlements in accordance with regulations and guidance (<http://www.education.gov.uk/schools/leadership/deployingstaff/b0066959/induction-newly-qualified-teachers>)
- there are any areas where you feel you require further development/support/guidance when looking towards the next stage of your induction. If so, what are these areas?

I have discussed this report with the Induction Tutor &/or Headteacher:	Yes		No	
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I have the following comments to make:

Will this NQT be remaining at the school for the next assessment period?	Yes		No
If no, then please attach details of the school/appropriate body the NQT is moving to, and contact information.			
This form should be signed below, unless it is being sent electronically, in which case it must be sent from the head teacher/principal's mailbox and copied to the NQT and induction tutor.			
Headteacher/Principal's Full name (Print):			
Signature:			Date

NQT's Full name (Print):	
Signature:	Date

Induction Tutor's Full name (Print):	
Signature:	Date

For Official Use only:

Checked and verified on behalf of the Appropriate Body	
Signed:	Date
Full name (Print):	
Position (Print):	
Comments:	

Please sign, scan and return to redkitealliance@harrogategrammar.co.uk and/or post to:
 NQT Induction Team, Red Kite Alliance, Harrogate Grammar School, Arthurs Avenue, Harrogate, HG2 0DZ