Schools should continue to make NQT provision in their schools’ budgets for the following:

- 10% (half day per week) release time over and above that which is offered to an NQT’s colleagues. In addition, all NQTs are entitled to their PPA time;
- release of a mentor to have assessment and progress meetings with the NQT;
- where colleagues observe the NQT – release time for that colleague;
- the NQT receiving development in order to achieve their improvement targets (identified by the NQT and their mentor to support competency in meeting the Teachers’ Standards)
- CPD Support for Primary and Secondary NQTs http://www.sgsts.org.uk/training
- Appropriate Bodies are entitled to charge for all support for NQTs and statutory induction processes.

For maintained schools in South Gloucestershire, who purchase the Service Level Agreement, there is no charge in this academic year for the basic NQT Induction support for those schools. The service will:

- Provide a named contact, helpline and website for resolution of any issues;
- Register the NQT, including QTS checks, with the LA and DfE;
- Confirm and monitor that the NQT in a maintained school is working to a 90% timetable after a PPA time reduction;
- Assure that headteachers / principals, induction tutors and governing bodies are aware of and capable of meeting their statutory responsibilities (through questionnaires; quality assurance sampling visits to a cross section of schools including observation, feedback and monitoring procedures; induction tutor training etc);
- Provide access for NQTs and induction tutors to a regular programme of subsidised CPD, with the more CPD purchased, the higher the level of discount;
- Maintain records and assessment reports for each NQT undertaking induction;
- Ensure assessments are fair; raise any concerns immediately and provide support as appropriate (charged after the initial half day support);
- Consider and make decisions in cases of induction assessment period completion, reduction, failure and extensions;
Provide the DfE with this statutory information.

For ALL academies and independent schools in all LAs, or maintained schools in South Gloucestershire who are not purchasing the School Improvement SLA and maintained schools outside South Gloucestershire there is a charge of £165 per NQT.

The service will:
- Provide a named contact, helpline and website for resolution of any issues;
- Register the NQT, including QTS checks, with the LA and DfE;
- Confirm and monitor that the NQT in a maintained school is working to a 90% timetable after a PPA time reduction, or in a further education institution, academy or independent school, has a reduced timetable on a comparable basis to that required in maintained schools;
- Assure that headteachers/ principals, induction tutors and governing bodies are aware of and capable of meeting their statutory responsibilities (through questionnaires; quality assurance sampling visits to a cross section of schools including observation, feedback and monitoring procedures; induction tutor training etc);
- Provide access for NQTs and induction tutors to a regular programme of CPD with, in the case of the primary support package, the more CPD purchased, the higher the level of discount;
- Maintain records and assessment reports for each NQT undertaking induction;
- Ensure assessments are fair; raise any concerns immediately and provide support as appropriate (charged after initial half day support);
- Consider and make decisions in cases of induction assessment period completion, reduction, failure and extensions;
- Provide the DfE with this statutory information.

Note that there are subscription packages available for academies, independent schools, and maintained schools in and outside South Gloucestershire in many areas of school improvement to reduce your costs further.

NQTs of concern

If the LA or school deems that further support is necessary for an NQT causing concern for any reason in any school, a support visit(s) will be arranged at a charge of £165 per 1.5 hour visit or £310 per half day (the standard bespoke support service charge).