Assessment Only Process



Expression of Interest in AOR

The potential applicant completes the expression of interest link on the website and this is assessed for compliance by the Programme Manager.

Candidates that appear to meet the criteria are sent the application invite letter and can apply.

Candidates that do not appear to meet the AOR requirements are offered advice as to why they don't.

Candidates Apply

The Programme Manager receives the application documents and when the documents are all present and correct the application is assessed.

Successful candidates are sent an AOR offer letter with any conditions that still need to be met (such as GCSE equivalence test). In this document are key links to documents including the fundamental maths and English tests to help them prepare for the IAV) When these conditions are met and payment made candidates are provisionally accepted onto the course and receive the candidate start letter with access to the course handbook and additional links to key documents.

The Initial Assessment Visit (IAV)

The assessor will contact the candidate and arrange the date for the IAV. The IAV is vital for Educate to 'interview' the candidate to ensure they are meeting the Teachers' Standards prior to being registered with the TRA.

This visit involves a joint teaching observation, discussion with the candidate and their supporting teacher and SLT member responsible for the AOR programme in the school. It also involves scrutiny of the portfolio of evidence, for the assessor to assure themselves that a complete portfolio can be produced within the 12 week time limit, once registered.

The IAV report form and the lesson observation are sent to the Programme Manager for quality assurance and then if the PM agrees with the assessor's recommendation the candidate is registered with the TRA and the 12 weeks AOR starts ticking.

Final Assessment Visit

The FAV involves two formal observations by the assessor and professional discussion with the candidate, the supporting teacher and the SLT in charge of the AOR in school to ensure all are in agreement that the candidate has met the Teachers' Standards and AO Criteria. Following the FAV the report and two observations are sent to the programme manager for quality assurance and final checks.

Candidates do not find out on the day if they have passed or not as the judgement is subject to checks and moderation by the Programme Manager.

Teachers' Standards Sign Off

In the lead up to the FAV the candidate must finalise their portfolio of evidence on the Assessment Only Portal and the assessor will complete the Teachers' Standards Sign off Document.

The candidates must have included:

- a good piece of evidence for each of the Teachers' sub-Standards
- a justification statement for each of the 8 Teaching Standards
- at least 4 formal observations undertaken by the school
- the IAV report and observation
- the IAV report and observation

In addition, they must have sent evidence of completing the fundamental maths and English requirement to the Programme Manager.

Assessment Visit 2 (AV2)

During the AOR the candidates continues to teach within their subject(s) and age range and will have at least 4 formally recorded observations undertaken on their teaching by school staff.

They will also continue to develop their QTS evidence portfolio including a statement for each standard, stating how they meet this standard.

The assessor will provide feedback on this via email/phone calls and at the AV2 points for further development will also be recorded in the visit notes. The AV2 visit also involves a joint formal observation and discussions with the candidates their supporting teacher and the SLT member responsible for AOR.

Final Checks and Then What?

Following receipt of the FAV and formal observations the Programme Manager reviews the evidence on the AP Portal and the FAV visit notes and observations and completes final checks before completing the Programme Manager's QTS Approval Form.

The AOR Programme Manager then informs the Programme administrator to recommend the candidate to the TRA for QTS. Upon receipt of confirmation from the TRA the candidates is emailed to inform they have passed and with details of how to obtain their QTS certificate.

If still employed in a teaching position the candidate must be registered with an Appropriate Body for the ECT years to begin.