

Assessment Only Route Confirmation of School Support & Financial Agreement

Name and email address of Applicant:

Name and email address of School Lead:

Intended Start Date:

Name of School:

To the Applicant:

As part of the application process for our Assessment Only Route (AO), we require confirmation from your school that you will receive full support throughout the duration of the Route and that the fees for the Route have been agreed. Before registration with the DfE's Teacher Regulation Agency (TRA), we will require:

- 1) Testimony from the employing and second school with their URN and web address:
 - a) Your dates of employment (minimum of 20 days required in your second school; minimum of 30 days mainstream required if you are teaching in a SEND or alternative provision)
 - b) Full responsibility for whole class planning, teaching and assessing pupil progress
 - c) That your teaching is consistently good or better
 - d) That Part 2 of the Teachers' Standards are being met
- 2) Verified copies of your original certificates to evidence:
 - a) Degree (BA or BSc), or an equivalent qualification or ENIC Statement of Comparability (formerly NARIC)
 - b) GCSE Maths & English (& Science for primary applicants) at a Grade C/level 4 or above, or an equivalency test or ENIC Statement of Comparability to support an international secondary qualification
 - c) Fundamental Maths Test and an English Audit, which will be provided to your school lead during the application process
 - d) Evidence of any name change (e.g. marriage certificate) and proof of identity* (e.g. passport/driving licence)
- 3) Confirmation that you meet the DfE requirement to be physically and mentally fit to teach

This form must be reviewed and signed by your school's Head Teacher.

For any queries, please contact us by:

- Phone: 020 3194 3200 or
- Email: institutesupport@tes.com

This form must be completed and uploaded to your Formstack application link with your 2 or more school testimonials, providing evidence of 2 or more years of teaching experience in the age range/subject you wish to gain QTS. Failure to do so will cause delays in processing your application.

Assessment Only Route

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To the School:

Below is information regarding our Assessment Only Route.

The Assessment Only (AO) Route is designed for staff teaching in schools who are eligible to gain Qualified Teacher Status (QTS) without undertaking further training before the QTS assessment. Typically, this will require teaching experience of a minimum of 2 years and 2 schools to be eligible. This programme length is usually no more than 3 months for the assessment period.

Assessment Only Route

We would be grateful if you would confirm that you are willing to support the above-named applicant throughout the duration of the Route with the following:

- The responsibilities and conditions are detailed in the agreement below;
- The day-to-day support necessary to complete the Route. This includes a teaching role and other wider school experiences that enable the applicant to provide evidence that they meet all of the Teachers' Standards;
- The time and support needed for the KIT meeting and the Pre-Entry Assessment Visit (PEAV) by the applicant's Pathway Tutor.
- An appropriate teaching timetable (at a minimum of 50% of a usual main scale teacher's timetable) with responsibility for teaching, planning, marking, data-tracking, reporting on and assessing the pupils across their chosen age range (and to the nationally expected ability range for this age range), predominantly in their chosen subject (if secondary), or if primary in the core and a range of non-core foundation subjects;
- Appointing a suitable school mentor who must have:
 - The knowledge, experience and skills in the subject/phase the applicant is applying to teach in.
 - QTS (Qualified Teacher Status)
 - Sufficient time and resources to carry out formal lesson observations and feedback meetings to ensure the candidate is supported to provide the appropriate evidence required to show they meet the Teachers' Standards.
- Appointing an appropriate senior member of staff to oversee the Route within the school;
 - Signing the Confirmation of Support Form as part of the application process.

Assessment Only Route Expectations

At the Pre-Entry Assessment Visit (PEAV), it is expected that the applicant and the school will ensure that supporting evidence for the following criteria will be made available:

- Degree (BA or BSc), or an equivalent qualification or ENIC Statement of Comparability (formerly NARIC)
- GCSE Maths & English (& Science for primary applicants) at a Grade C/level 4 or above, or an equivalency test or ENIC Statement of Comparability to support an international secondary qualification
- Evidence of any name change (e.g. marriage certificate) and proof of identity* (e.g. passport/driving licence)
- Teaching timetable with responsibility for planning, teaching & assessing pupils in their class(es)
- Teaching that consistently achieves or exceeds expectations (minimum of 6 formal lesson observations required)
- Significant teaching experience across their subject/phase (typically 2 years/ 2 schools with full responsibility for planning, teaching and assessing whole classes)
- A second school testimony to clarify that the applicant has taught in 2 or more schools
- Has passed our Fundamental Maths test and completed the Fundamental English Audit

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The Route fees must be paid in full by the party or parties responsible for payment, in accordance with the terms set out in the 'Programme Fees' section below.

On enrolment to Assessment Only, you will be invoiced for the full cost of the course. All Assessment Only Route fees will be due within 30 days of enrolment.

The school and/or applicant can pay fees.

- By signing this form, I confirm that I have read in full and agree to:
 - the above terms in this Confirmation of School Support Form
 - the [Tes Global terms and conditions](#)

- By signing this form, I confirm that:
 - the applicant is currently employed at the school/has been employed between the dates shown below;
 - the applicant meets Part 2 of the Teachers' Standards
 - the applicant has sufficient written and verbal English language skills to enable them to undertake the AO Route successfully;
 - the applicant has a current DBS certificate;
 - the applicant has exemption from the Prohibited List;
 - the applicant has completed a Health Declaration Form and has demonstrated that they have the mental and physical capacity to teach
 - our school confirms exemption from The Childcare (Disqualification) Regulations 2009/Childcare Act 2006 for Primary candidates
 - the school and Tes Institute work as partners to select, support and assess applicants;
 - the school engages with Tes Institute's quality assurance procedures.
 - have evidence that the applicant has met the Teachers' Standards
 - have seen the applicant's original degree and GCSE/equivalent certificates.

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Signed by the **School Head Teacher:**

School Name:
School Address:
<p>School's Ofsted Rating and date:</p> <p>-----</p> <p>If your school's Ofsted status is 'Requires Improvement' please confirm that your school has the capacity to support the AO candidate: <i>please delete as appropriate</i> YES / NO</p> <p>If your school is in 'Special Measures' or 'Serious Weaknesses' please explain why someone preparing for AO QTS Assessment would not be disadvantaged in your school:</p> <p>-----</p> <p>-----</p> <p>-----</p> <p style="color: red;">You must advise Tes Institute if your Ofsted status changes and if you are not permitted to employ ECT.</p>
<p>Applicant employment dates in current school:</p> <p>From: To:</p>
Telephone:
Contact Name (print):
Contact Title (print):
<p>Confirmation of the applicant's teaching experience in the current school (terms and hours per week) for the activities below. Complete all sections, please, even if zero.</p> <p>1. Independently teaching whole classes:</p> <p>_____ terms _____ hours p.w.</p> <p>2. Independently teaching groups:</p> <p>_____ terms _____ hours p.w.</p> <p>Total teaching % of a full time timetable: _____</p> <p style="text-align: center;">I confirm that I recommend the applicant as being ready for the QTS Assessment.</p>
Signature:
Date:

Assessment Only Route

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Signed by the **Applicant**:

Name (print)	
Signature	
Date	

Programme Fees:

Assessment Only Programme	£3,150 + VAT
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Applicant: Please confirm the percentage to pay	%
School: Please confirm the percentage to pay	%
School Finance Details (If the school is contributing)	Name: Email address:
Applicant: (Name)	Applicant Signature:
Headteacher (Name)	Headteacher Signature:

International candidates: additional costs for your Pathway Tutor and QTS assessor visits

An invoice will be sent to whoever is funding your programme (you or your school) for the cost of visits made by your Pathway Tutor and QTS assessor if travel is required to visit you. The invoice will include flights, travel time, ground transport, accommodation, sustenance, and other related costs. We try to allocate Pathway Tutors and Assessors as geographically close as possible, but this can't be guaranteed. You must take these costs into account when planning how you will fund the Assessment Only Route. These costs are not part of this financial agreement.