

# WANDSWORTH PRIMARY SCHOOLS' CONSORTIUM

## APPLICATION FOR THE ASSESSMENT ONLY ROUTE TO QTS

### Please read before completion:

- Applicants **must** read the full details of our Assessment Only Route to QTS found on our website <https://www.scitt.co.uk/our-courses/assessment-only-route> before completing this application form.
- This application must be completed by the candidate in partnership with their host / employing school. Section 1 must be completed by the candidate. Section 2 must be completed by the Headteacher. The assessor will verify this with the Headteacher prior to the commencement of the assessment period.
- Please read and check the following:

#### ✓ Eligibility Criteria Checklist

- I have achieved a standard equivalent to a Grade C in the GCSE examinations in English, Maths and Science.
- I have secured a first degree of a UK higher education institution or equivalent qualification (300 HE credits of which 60 must be level 6 of the Qualifications and Credit Framework)
- I have been subject to an enhanced criminal record check via the Disclosure and Barring Service and/or any other appropriate background checks.
- I have taken part in an interview to assess suitability to teach in my employing / host school
- I have taught in at least two schools and / or early years settings across two or more consecutive primary age ranges, e.g. EY and KS1, KS1 and KS2
- I have full support of the school which will provide mentoring and the appropriate environment to undertake the assessment.

If you feel you have met the above criteria please continue to complete the application form. The AO assessor will determine your suitability for the Assessment Only route and will make contact if any information is omitted from your form.

**SECTION 1: FOR COMPLETION BY THE CANDIDATE**

**Personal Details**

Title (Mr etc)	First name (s)												
Surname	Previous surname, if any	Gender											
Address for correspondence													
Post Code													
Area of Permanent Residence													
Email Address													
Mobile Number		Daytime Telephone Number											
Date of Birth		Age at 1 <sup>st</sup> September 2024											
Country of Birth	Date Entered UK	National Identity											
National Insurance Number													
<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>													
Do you have a disability or special need?    Yes    No													
If yes, please specify:													
Service Leavers: Have you left full time employment in the British Army, Royal Air Force or Royal Navy within 5 years of beginning the programme?													
Yes            No            Prefer not to say													

## Employing / Host School

Current Employing / Host School:
Borough:
Job Role:

## Funding

<b>Who is liable for funding this route?</b>	<input type="checkbox"/> The applicant <input type="checkbox"/> The school <input type="checkbox"/> Joint payment by the school and the applicant
--	---

### 1a) Qualifications

Applications will not be processed until all qualifications have been awarded.

All applicants must have attained the standard equivalent to a Grade C in the GCSE examinations in English, mathematics and science before applying for the Assessment Only route. Equivalency tests are accepted as alternatives for the Maths and Science exams.

GCSEs (or equivalent)	Qualification and awarding body	Grade	Date of award					
			D	D	M	M	Y	Y
English								
Mathematics								
Science								

A levels (subjects)	Qualification and awarding body	Grade	Date of award					
			D	D	M	M	Y	Y

<b>First Degree</b>
Country of study:
Institute of study:

Degree-awarding body (if different):	
Title of degree:	
Class of degree:	Year of graduation:

<b>Other Postgraduate awards (e.g. MA, PHD, MSc).</b>	
Country of study:	
Institute of study:	
Degree-awarding body (if different):	
Title of degree:	
Class of degree:	Year of graduation:

### 1b) Overseas Applicants

Overseas applicants may either be teachers, trained overseas, or unqualified teachers working in the UK. Do you hold a teacher training qualification? Yes No

If Yes, please provide details below:

Country of study:
Institute of study:
Awarding body (if different):
Title of qualification:
Outcome: <i>i.e. pass, merit, distinction.</i>
Year of graduation:
Other:

---

You should confirm with [UK ENIC](#) (Previously NARIC) that their qualifications are equivalent to the required UK Academic Standard.

Equivalency must be determined for all qualifications which are required for entry to this route. You may also need to provide official English translations, if necessary.

<input type="checkbox"/> I confirm that I have confirmed the equivalency of my degree with NARIC
<input type="checkbox"/> I confirm that I have confirmed the equivalency of my GCSE English, Maths and Science (as described on p1)

Please provide your visa details, where applicable:

Do you have a current visa?	Yes	No
If so, what type is it?	Expiry Date:	

### 1c) Teaching in another school (not your current school)

Prior to their final assessment, applicants must have taught in at least two schools in the age ranges for which they want to be assessed. This may include employment-based teaching overseas.

Please copy this page if you need to cover experience in more than two schools.

School/College:		Country:	
Telephone:		Email:	
Post held:			
Date of Service From:		To:	
Type of school: <input type="checkbox"/> Primary <input type="checkbox"/> Infant <input type="checkbox"/> Junior <input type="checkbox"/> Nursery <input type="checkbox"/> Academy <input type="checkbox"/> Free School <input type="checkbox"/> Independent <input type="checkbox"/> Special <input type="checkbox"/> Other (please specify):		Pupils on roll:  Forms of entry:  Age range of pupils taught:	

Was this school in special measures during your experience? YES NO

Most recent Ofsted inspection grade: and date:

School/College:		Country:	
Telephone:		Email:	
Post held:			
Date of Service From:		To:	
Type of school: <input type="checkbox"/> Primary <input type="checkbox"/> Infant <input type="checkbox"/> Junior <input type="checkbox"/> Nursery <input type="checkbox"/> Academy <input type="checkbox"/> Free School <input type="checkbox"/> Independent <input type="checkbox"/> Special <input type="checkbox"/> Other (please specify):		Pupils on roll:  Forms of entry:  Age range of pupils taught:	

Was this school in special measures during your experience?

Most recent Ofsted inspection grade: and date:

---

**1d) Total teaching time as an unqualified teacher**

How many years / months have you been teaching in total?	
How many years / months have you been teaching in England?	

**1e) Employment not related to teaching**

Please give brief details of any other employment that you think is relevant.

<b>Dates:</b>		<b>Employer / Business Name, Address and Phone Number</b>	<b>Duties</b>
<b>From:</b>	<b>To:</b>		

Continue on another sheet of paper if needed.

### 1e) Previous QTS Assessment

The Department for Education will not accept applicants who have previously **failed** a QTS assessment or withdrawn from a QTS programme unless there are exceptional circumstances.

<p>Have you failed or withdrawn from an OTT programme or the Assessment Only route with any provider?</p> <p><i>If yes, please complete Questions a and b</i></p>	YES	NO
<p>a. If yes, give the name of the previous course and provider</p> <p>Course name:</p> <p>Name of Provider:</p>		
<p>b. Have you included a written explanation from the provider?</p> <p><i>If yes, please attach this to your application</i></p>	YES	NO

## 1f) Applicant's Personal Statement

Tell us why you have chosen the Assessment Only route and why, if appropriate in your case, you have not gained QTS through the OTTP (Overseas Trained Teacher Programme).

- Tell us why you believe you are now meeting the Teachers' Standards.
- Describe and evaluate the quality of the training while working in English schools.
- Indicate how teaching across more than one school has added to the overall quality of your training.

This is a very important part of your application and will be evaluated according to your ability to analyse and critically reflect on your experiences with young people in schools or other settings and as a learner yourself.

Please continue on another sheet. Please make reference to the [Teachers' Standards](#)

## 1g) Equal Opportunities Monitoring Form

This is sensitive personal data and will be treated with the utmost confidentiality in line with the requirements of the Data Protection legislation. This information will only be used for general statistical and monitoring purposes. However, in the case of the disability data we will also use this to offer you any support and help you may need. This information will not be used in assessing or scoring your application.

Date of birth 

D	D	M	M	Y	Y

Gender Male  Female

Please tick the category below that corresponds with your ethnic origins

White British		Asian or Asian British – Bangladeshi		Other Ethnic background	
Irish Traveller		Chinese		Not known	
Black or Black British – Caribbean		Other Asian background		Information refused	
Black or Black British – African		Mixed – White & Black Caribbean			
Other Black background		Mixed – White & Black African			
Asian or Asian British – Indian		Mixed – White & Asian			
Asian or Asian British – Pakistani		Other Mixed background			

Do you have a disability? Yes No

Under the Disability Discrimination Act (DDA) a disability is defined as physical, sensory or mental impairment which has, or had, a substantial and long-term adverse effect on a person's ability to carry out normal day to day activities

If yes, please indicate below:

- 01  Social impairment e.g. autistic, aspergers
- 02  Visual impairment
- 03  Hearing impairment
- 04  Long standing illness
- 05  Mental health
- 06  Learning difficulty e.g. dyslexia, dyspraxia
- 07  Other disability not listed above
- 08  Multiple disabilities (2 or more)

Please provide a copy of your passport with this application, as we need to ensure that the information we hold on our applicants is accurate.

## SECTION 2 - TO BE COMPLETED BY THE EMPLOYING OR HOST SCHOOL

This section must be completed by the Headteacher and Bursar / Business Manager of the school as indicated. Applications submitted electronically must also be posted so proof of signature can be seen. The supporting statement of the Headteacher will be verified with the Headteacher on a pre-Assessment Visit or Assessment Visit 1 to ensure it is a true description of the candidate's skills and experiences.

Name of School:		
Address:		
Postcode:		
Telephone:	Email:	
Number on roll:	Age range:	Forms of entry:
Name of Head:	Email:	
Name of staff member responsible for mentoring early career teachers:	Email:	
Is the applicant currently employed by the School?	yes	no
When did the applicant start employment at the School?	date:	
Is the applicant currently employed through a teaching agency?	yes	no
Is the applicant working voluntarily in the School?	yes	no
Is the applicant working full time or part time?	full time	part time
What is the applicant's current job title?		
When was the most recent OFSTED Inspection?	date:	
What was the outcome:		



## 2b) Breadth of teaching experience and training opportunities

*To be completed by the employing school or host school*

[The Assessment Only criteria](#) (DfE, 2023) sets out the requirements for applicants to have taught in at least two schools and/ or early years settings to ensure they have sufficient breadth and variety of experience.

“They need to have taught children and young people from different backgrounds, across the ability range and in their chosen age ranges [and] gained experience of different approaches to teaching and learning and to school organisation and management. ....Practical teaching experience for the purposes of assessment only is not restricted to taking place wholly or mainly in England.” (DfE, A1.4)

If the applicant has not got clear evidence of their training experiences and teaching in other school(s) you may need to discuss whether other opportunities can be made available to them prior to undertaking the AO route.

	In your school?	In other school(s)?
Has the applicant received regular professional development sessions?		
Does the applicant have a clear record of their training?		
Has the applicant been observed teaching high quality lessons across the primary age phase?		

Total number of weeks spent in other schools:	
---	--

## 2c) Original Academic Certificates

**Original** certificates of all qualifications on p3 will need to have been seen by the employing or host school. Photocopies should be included with this application. Please complete and sign the enclosed declaration.

Name of applicant: \_\_\_\_\_

School: \_\_\_\_\_

I can confirm that I have seen the above applicant's original certificates for the following qualifications as listed, and photocopies have been enclosed:

Certificate	Awarding Body	Date	Grade	Qualification (i.e. GCSE, BA)	Copy enclosed
GCSE English (or equivalent)					
GCSE mathematics (or equivalent)					
GCSE science (or equivalent)					
Degree  Teaching Qualification, and licence to teach (if applicable)					
Other further or Higher Education Qualifications					

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Date: \_\_\_\_\_

**2d) Supporting statement from employing or host school**

Assessment Only applicants will have undergone substantial training and will be delivering high quality lessons on a sustained basis. The Head or other suitably senior person should provide an assessment of the applicant's strengths and say why the applicant is judged to be ready for final assessment at this point. This statement should provide evidence which cross-references the Teachers' Standards.

Signed:

Position:

**2e) Confirmation of medical status, enhanced DBS clearance, and current VISA status**

It is the employing / host school's responsibility to ensure that the applicant has satisfactorily completed the approved medical and criminal record checks. **The Headteacher must complete and sign this record.**

Medical check	Date completed:
Criminal Record check	Date of disclosure: Disclosure Number:
Identity check and visa status	Expiry Date:
Fitness to teach (health checks)	Date:

**Please include a copy of the passport and visa**

Signed: \_\_\_\_\_

Name: \_\_\_\_\_

Position: Headteacher

Date: \_\_\_\_\_

## **APPLICANT CHECKLIST**

### **Have you:**

- Completed section 1
- Signed the declaration 3b

### **Please check that you have enclosed the following with your application form**

- Photocopy of your English GCSE at grade C or above or equivalent qualification
- Photocopy of your mathematics GCSE at grade C or above or equivalent qualification
- Photocopy of your science GCSE at grade C or above or equivalent
- Photocopy of your degree certificate/s or recognised equivalent qualification/s
- Photocopy of your teaching qualification (if not part of first degree)
- Photocopy of your teacher registration form /licence to teach in home country
- Photocopy of your passport
- Photocopy of proof of name change if different from qualifications e.g. marriage certificate
- NARIC verification of overseas qualifications ([www.naric.org.uk](http://www.naric.org.uk)), with official English translations, if necessary
- A written explanation from the provider with which you failed or withdrew from a previous QTS programme (if applicable)

## **SCHOOL CHECKLIST**

### **Have you:**

- Completed section 2
- Completed section
- Signed declarations in sections 2c, 2e, 3a
- Enclosed a copy of your latest Ofsted report

### Section 3 - Declarations

#### 3a) Employing or host school

The employing or host school must complete this section. Signatures must not be signed by proxy. Failure to complete this section and return it in hard copy will result in the application not being considered for selection.

I confirm on behalf of: _____ (school name)
that: _____ (applicant name)
is employed / working voluntarily (please delete as appropriate) as an unqualified teacher in the selected phases at this school and will continue to, in this capacity, until the date of their final assessment.
Name and title of Head: _____
Head's signature: _____
Date: _____

#### 3b) Applicant

(a) I confirm that the information about my qualifications and experience in this application form is true.
(b) I agree that the information in this application and any agreed training recommendations may be stored on a database and made available to the accredited provider to enable them to assess me against the Teachers' Standards for the Award of Qualified Teacher Status (QTS).
(c) I agree that the information in this application and any agreed training recommendations may be made available to Ofsted, TRA, DfE and Wandsworth Primary Schools' Consortium to enable them to carry out their quality assurance role in teacher training.
(d) I do not already have QTS.
Name: _____
Signed: _____
Date: _____

If you have any queries relating to any aspect of this form please contact Course Director Sam Steward on 0203 488 2805 or email: [wpsc@scitt.wandsworth.sch.uk](mailto:wpsc@scitt.wandsworth.sch.uk)

Please send **completed** application forms **via email** together with supporting documentation (see checklist) to:

Sam Steward, Course Director  
Wandsworth Primary Schools' Consortium  
St Mary's RC Primary School  
St Joseph's Street  
LONDON  
SW8 4EN  
[wpsc@scitt.wandsworth.sch.uk](mailto:wpsc@scitt.wandsworth.sch.uk)

Please note that personal and school data will be shared with the Teaching Regulation Agency and Leadership (TRA) and the Department for Education (DfE).