

NQT INDUCTION TEAM
THE ACADEMY OF SOCIAL WORK AND EARLY INTERVENTION
NQT INDUCTION PROGRAMME - CHARGING AND TERMINATION POLICY

INTRODUCTION

This policy will be implemented from 1st April 2015.

WHO DOES THIS POLICY APPLY TO?

This policy applies to maintained schools, academies, and other education establishments.

CHARGING POLICY

NQT Induction Team retain the right to operate charging fees.

A charge will be applied if:

- A NQT is not registered before the employment and/or induction commences
- NQT Notification of Leaving Form is not received to ChildrensWorkforceDevelopment@walsall.gov.uk at least 3 working days prior to the finishing date
- An interim assessment form is not completed where the NQT does not complete one assessment period*

RATE OF CHARGES

A flat rate £25 charge, per NQT, per occasion.

TERMINATION POLICY

On the occasion where a NQT leaves post before the end of term and/or the next formal assessment, the remainder of the cost shall not be refunded.

REVIEW

This policy will be reviewed every six months to ensure it continues to meet the needs of the service.

*Specific for a NQT who leaves a post after completing more than one term in the institution