

## **EDUCATION WALES**

**2014 No:01**

### **CRITERIA FOR INITIAL SCHOOL TEACHER TRAINING ACCREDITATION BY THE HIGHER EDUCATION FUNDING COUNCIL FOR WALES**

Under Regulation 7 of the School Teachers' Qualifications (Wales) Regulations 2012, an "accredited institution" is an institution accredited by the Higher Education Funding Council for Wales as a provider of courses or programmes of initial school teacher training (ITT).

Under Regulation 7(2) of the 2012 Regulations, the Higher Education Funding Council for Wales may only accredit as a provider of courses or programmes of ITT an institution that satisfies such criteria as may be specified by the Welsh Ministers from time to time.

Under Regulation 7(3) of the 2012 Regulations, the Higher Education Funding Council for Wales may withdraw the accreditation of an institution in accordance with such criteria as may be specified by the Welsh Ministers from time to time.

This document sets out the accreditation criteria which all accredited institutions providing courses of ITT must satisfy. It includes requirements for the provision of ITT courses which replace the requirements previously set out in National Assembly for Wales Circular 2006 (no. 50) and Welsh Assembly Government Circular 17/2009.

This document does not set out procedures for how proposals for accreditation should be presented or the procedures to be followed when there is evidence of an accredited institution's non compliance with the criteria set out here. Drawing up these procedures and establishing and publishing clear and consistent documentation for them will be a matter for the Higher Education Funding Council for Wales.

This document is made in exercise of the powers conferred on the Welsh Ministers by regulation 7 of The School Teachers' Qualifications (Wales) Regulations 2012 (2012 No.724) and after consulting the Higher Education Funding Council for Wales in accordance with regulation 7(4).

The accreditation criteria set out in this document will apply to all courses, the first year of which commences on or after 1 September 2014.

#### **Interpretation**

Except where the context otherwise requires, for the purpose of this document:

“ITT” – means a course of initial school teacher training at an accredited institution within the meaning of The School Teachers’ Qualifications (Wales) Regulations 2012.

“Welsh Government” – means the Welsh Assembly Government as set out at section 45 of the Government of Wales Act 2006.

“the 2013 Accreditation Criteria”- means the criteria set out in the document called Criteria for Initial School Teacher Training Accreditation by the Higher Education Funding Council for Wales 2013.

“the 2014 Accreditation Criteria” – means the criteria set out in this document.

“Trainee / Trainees” – means a person or persons applying for, or undertaking a course of ITT.

## **Summary**

All institutions providing ITT are required to obtain accreditation by the Higher Education Funding Council for Wales in order to run courses of ITT which will allow their trainees to gain Qualified Teacher Status.

In order to be accredited by the Higher Education Funding Council for Wales, an institution providing initial teacher training must meet the criteria laid down by the Welsh Ministers.

Accreditation is awarded to the institution and covers all ITT courses run by that institution. Once conferred, accreditation is not time limited, but may be withdrawn.

Accreditation can be withdrawn where there is evidence of non compliance with the Welsh Ministers criteria. The withdrawal of accreditation applies to the institution, not the particular course where non compliance was found.

The accreditation criteria set out in this document will apply to all courses, the first year of which commences on or after 1 September 2014.

## **CRITERIA FOR INITIAL SCHOOL TEACHER TRAINING ACCREDITATION**

### **Authority and commencement**

1. Following consultation with the Higher Education Funding Council for Wales (HEFCW) under regulation 7(4), these accreditation criteria are specified in accordance with Regulation 7(2) and (3) of The School Teachers' Qualifications (Wales) Regulations 2012.
2. The 2014 Accreditation Criteria will apply from 1 September 2014 to all courses, the first year of which commences after that date.
3. For courses that commenced before 1 September 2014 the 2013 Accreditation Criteria will continue to apply unless:
  - 3.1. with the agreement of the provider, HEFCW applies the 2014 Accreditation Criteria to an ITT course
  - 3.2. the provider decides that these criteria should apply an ITT course.

### **Institutions providing ITT courses requiring accreditation**

4. Higher Education Institutions ('HEIs') providing ITT courses require accreditation from HEFCW. These offer ITT courses usually based in a university or college, although they can be offered on a distance learning basis. In accordance with the accreditation criteria specified here, these courses must involve a partnership with schools. The HEI is responsible for the management of the training, but schools are involved in selecting, training and assessing trainees.
5. The provision of ITT through the Welsh Ministers' employment based teacher training scheme (on programmes such as the Graduate Teacher Programme and the Additional Training Graduate Programme) is not subject to HEFCW accreditation criteria.

### **Principles**

6. HEFCW must be assured that any provider or potential provider of ITT meets the detailed accreditation criteria set out in this document. In particular HEFCW must be certain that:
  - 6.1.1 the training meets (or the proposed training is likely to meet) all the requirements for ITT courses set out in this document;
  - 6.1.2 the training enables (or the proposed training is likely to enable) trainees to meet the standards for Qualified Teacher Status (QTS);<sup>1</sup>

---

<sup>1</sup> The Qualified Teacher Status Standards as set out in the Qualified Teacher Status Standards Wales 2009 (2009 No 25) which specifies the standards required of persons who

- 6.1.3 the training is (or the proposed training is likely to be) of high quality;
- 6.1.4 the provision represents (or the proposed provision is likely to represent) an efficient use of its resources, particularly in relation to ensuring high quality ITT provision;
- 6.1.5 the provider will have in place an effective system of quality control;
- 6.1.6 the quality assurance arrangements and procedures indicate that the provider is likely to be able to ensure continuing improvement in future years;
- 6.1.7 the procedures and systems of financial management will ensure the proper use of funds received by HEFCW.

**Criteria for accreditation as a provider of courses of ITT**

- 7. Before it accredits institutions to act as providers of ITT courses which allow their trainees to gain QTS, HEFCW must be satisfied that the institutions have met the criteria set out at 7.1 – 7.6 below; and once it has accredited institutions to act as providers of ITT courses which allow their trainees to gain QTS, HEFCW must continue to be satisfied that the institutions meet these criteria:
  - 7.1 That they fully meet (or will fully meet) the requirements for the provision of ITT courses as set out in Annex A to this document particularly that:-
    - 7.1.1 Trainees meet the requirements for entry to an ITT course specified at R1 of Annex A;
    - 7.1.2 All aspects of the training and assessment meet the requirements specified at R2 of Annex A;
    - 7.1.3 In the case of the ITT Provision described at paragraph 4 only of this document, the training is based on a strong partnership with schools; and
    - 7.1.4 All the requirements for quality assurance specified at R4 of Annex A are met.
  - 7.2 That they offer (or will offer) training that will enable trainees to achieve the standards required for QTS, particularly that:-

- 7.2.1 the content of the training programme is closely matched to the standards required for QTS; and
  - 7.2.2 trainees are rigorously assessed against each of the standards required for QTS.
- 7.3 That they provide (or will provide) training of high quality and ensure continuing improvement by demonstrating that:-
- 7.3.1 Amongst the schools to be involved there is proven expertise in ITT;
  - 7.3.2 All involved are committed to high quality training;
  - 7.3.3 All aspects of the training programme are evaluated regularly and rigorously; and
  - 7.3.4 The outcomes of quality assurance procedures are used systematically to bring about improvements.
- 7.4 That they demonstrate a convincing rationale for the provision of ITT which:-
- 7.4.1 Meets an identified need (taking into account the Welsh Government's estimates of the number of training places needed) for ITT places in a geographical area for particular age range(s) and/or subject(s); and/or
  - 7.4.2 Meets an identified need (taking into account the Welsh Government's estimates of the number of training places needed) for ITT places for particular subjects or age/phase specialisms; and/or
  - 7.4.3 Supports or adds to the diversity of choice available or attracts applications from groups that are currently under-represented in the teaching profession.
- 7.5 That they demonstrate a management structure that will ensure the smooth operation of the training programme, particularly that:-
- 7.5.1 Roles of individuals and the functions of groups and committees are clearly defined throughout the training partnership;
  - 7.5.2 Staff are selected with the relevant experience and expertise;
  - 7.5.3 There are staff development plans for all those contributing to the training; and
  - 7.5.4 Trainees have access to suitable accommodation, facilities and resources.

- 7.6 That they are (or can demonstrate that they will be) financially viable and have detailed systems and procedures for financial management, particularly that:-
- 7.6.1 provisions for financial control are secure and efficient;
  - 7.6.2 responsibilities for different functions are demarcated, with clear lines of accountability; and
  - 7.6.3 procedures ensure that best value is secured in the expenditure of related HEFCW funding .
- 7.7 In deciding whether it is satisfied that institutions have demonstrated or continue to demonstrate the criteria set out at 7.1 – 7.6 above. HEFCW should take account of any relevant evidence presented to it by the office of Her Majesty's Chief Inspector of Education and Training in Wales ('Estyn').

#### **Withdrawal of accreditation**

- 8 HEFCW may withdraw the accreditation of an institution where there is evidence of an accredited institution's non compliance with any of the Welsh Government's current criteria as set out in this document, or where a provider ceases to run all courses in ITT.

#### **Signed on Behalf of the Welsh Ministers**



Date: 19/11/13

## Annex A

### Requirements for the Provision of Initial Teacher Training Courses

#### R1: Entry requirements for trainees<sup>2</sup>

All providers must:

- R1.1 satisfy themselves that all trainees have the capability to meet the required QTS Standards by the end of their course and that they possess appropriate personal and intellectual qualities to be teachers;
- R1.2 ensure that all trainees have achieved a standard equivalent to a grade B in the GCSE examination in English and in mathematics;
- R1.3 ensure that all trainees who enter primary or Key Stages 2/3 training have achieved a standard equivalent to a grade C in the GCSE examination in a science subject;
- R1.4 ensure that systems are in place to seek information on whether trainees have a criminal background which might prevent them working with children or young persons, or as a teacher; and ensure that entrants have not previously been excluded from teaching or working with children;
- R1.5 satisfy themselves that all trainees can read effectively and be able to communicate clearly and accurately in spoken and written English;
- R1.6 ensure that all trainees are assessed on entry as having functional personal skills in literacy and numeracy applicable in a professional teaching context, appropriate to the phase and subject of study;
- R1.7 ensure that, in the case of postgraduate courses of ITT, trainees hold a first degree of a United Kingdom higher education institution or equivalent qualification<sup>3</sup>;
- R1.8 ensure that, as part of the selection procedures, all trainees admitted for training have taken part in a group or individual interview.

---

<sup>2</sup> The trainee entry and selection requirements are minimum standards. Individual ITT institutions may have additional criteria they wish to use and can do so providing the minimum standards are met.

<sup>3</sup> Applicants with a Foundation Degree will need to supplement this qualification with at least 60 credits at HE Level 3.

## **R2: Training and assessment**

All providers must:

- R2.1 design the content, structure and delivery of training to enable trainees to demonstrate that they have met the QTS Standards;
- R2.2 ensure that trainees' achievement against the QTS Standards is regularly and accurately assessed, and satisfy themselves that all trainees have been assessed against and have met all the QTS Standards before confirming to the appropriate body<sup>4</sup> that they can be notified that they are qualified teachers;
- R2.3 ensure that training takes account of individual training needs;
- R2.4 prepare all trainees to teach across at least two consecutive Key Stages;
- R2.5 ensure that all trainees' personal skills in literacy and numeracy are regularly and accurately assessed throughout their training and at the point that trainees' are assessed against the QTS Standards, confirm that the standards specified at R1.6 are maintained;
- R2.6 ensure that trainees spend at least the following amounts of time being trained in schools, recognising that a trainees former experience of working with pupils may, at the discretion of the ITT provider, count towards these totals:
  - 32 weeks for all four year undergraduate programmes
  - 24 weeks for all two and three year undergraduate programmes
  - 24 weeks for all secondary and Key Stage 2/3 postgraduate programmes
  - 24 weeks for all primary postgraduate programmes.

Each trainee must have experience in at least two schools. Time in schools may be completed on a part-time basis to make up the full-time equivalent amounts above. Teaching in settings other than schools may also count towards these totals provided they enable trainees to work towards the achievement of the QTS Standards;

- R2.7 ensure that all trainees are provided with at least 60 days of training activity per academic year (on a pro rata basis for part time or modular courses);

---

<sup>4</sup> At the time of publication, the appropriate body under the School Teachers' Qualifications (Wales) Regulations 2012 is the General Teaching Council for Wales. The Welsh Government may also notify persons that they are qualified teachers but has agreed arrangements with the Council for it to handle all cases other than in exceptional circumstances.

- R2.8 ensure that all trainees are trained in the teaching of literacy and numeracy appropriate to the phase and subject of study and that this forms an integral part of training courses;
- R2.9 ensure that all those who are assessed as meeting the QTS Standards receive and are supported in completing a Career Entry and Development Profile, are informed about the statutory arrangements for the induction of newly qualified teachers and have been helped to prepare for these;
- R2.10 ensure that trainees are familiar with the most recent national guidance on child protection and safeguarding.

### **R3: Management of the ITT Partnership**

All providers must:

- R3.1 work in partnership with schools and actively involve them in:
- Planning and delivering ITT
  - Selecting trainees
  - Assessing trainees for QTS.
- R3.2 Set up partnership agreements between the provider and schools which:
- Make clear to everyone involved each partner's role and responsibilities
  - Set out arrangements for preparing and supporting all staff involved in training
  - Make clear how resources are divided and allocated between the partners.
- R3.3 Make sure that partnership works effectively and that the training is co-ordinated and consistent, with continuity across the various contexts where it takes place.

### **R4: Quality Assurance**

All providers must:

- R4.1 Ensure that their provision complies with the Welsh Ministers' current Requirements for the Provision of ITT Courses;
- R4.2 Ensure that trainees have access to the books, Information Communication Technology (ICT), and other resources they need – relevant to the age ranges and subjects they are training for – to

develop trainees knowledge, understanding and skills to at least the QTS Standards;

- R4.3 ensure that rigorous internal, and independent external, moderation procedures are in place to assure the reliability and accuracy of assessments;
- R4.4 ensure that issues concerning quality raised through internal and external moderation are investigated and addressed to improve the training;
- R4.5 systematically monitor and evaluate all aspects of provision to improve its quality and ensure that it complies with the Welsh Ministers' current Requirements for the Provision of ITT Courses. Systems should be in place to:
- Identify targets for improvement
  - Review provisions against these targets
  - Specify the action to be taken to secure improvements
  - Ensure that the specified action is taken, and that it leads to improvement;
- R4.6 if they regularly provide training, benchmark their performance over time, and against similar providers, using externally and internally produced evidence to inform target-setting and planning for improvement.

