

Newly Qualified Teacher (NQT) Induction Policy

Kilbonane National School
Knocknahilan
Aherla
Co. Cork

Roll No: 173381
Tel: 021-7331730
Email: office@kilbonaneschool.com



Purpose:

- To guide the whole school implementation of *Droichead* to support the induction of newly qualified teachers (NQTs)
- To identify the roles and clarify the responsibilities across the school community in support of *Droichead*
- To identify the protocols underpinning the *Droichead* process in the school
- To identify the documents in support of the process

Professional Support Team: Roles and Responsibilities:

Professional Support Team (PST):

The Droichead process is an integrated professional induction framework for NQTs.

The main objective of the Droichead process is to support the professional learning of NQTs during the induction phase, thus laying the foundations for subsequent professional growth and learning for the next phase of their career.

Droichead: The Integrated Professional Induction Framework, Teaching Council, March 2017, p3

The PST is a team of fully registered teachers, ideally with five years' experience, including the principal, who work collaboratively to support and mentor the NQT during school-based induction, in the first stages of their professional journey. All PST members will have completed a programme of professional learning with NIPT, including mentor skill development. Schools may form a school PST or an inter-school PST or they may invite one external PST member to join the internal school staff.

Supporting a newly qualified teacher during Droichead is always a collaborative process, although the roles and responsibilities of PST members may vary in different school contexts, and are therefore agreed before the Droichead process commences.

PST Roles:

The dual role of the PST is to:

- guide and advise the NQT during school-based induction, in the first stages of their professional journey
- form a joint declaration with the NQT that they have participated in a quality teaching and learning process

Droichead: Policy Teaching Council, March 2017, p3, 1.1.1.3

PST Responsibilities:

Our PST's responsibilities are neither exhaustive nor prescriptive and will be reviewed in light of experience. Responsibilities directly relating to support and mentoring relate to all team members while other responsibilities are designated to a named team member. We recognise that it is also important that these agreed responsibilities are communicated to the NQT at the earliest opportunity.

In support of a NQT's *Droichead* process, the PST will invite the wider school staff to provide opportunities for:

- Co-planning
- Co-teaching
- Sharing of resources
- Engaging in professional conversations and facilitating class observation

PST members

Name	Role	Trained (year)
Cathal Brophy	PST member & Principal	2019
AnnMarie Jakubowski	PST member & Assistant Principal	2019
Laura MacMahon	PST member	2019
Eva O'Driscoll	PST member	2023

Protocols

This policy adheres to the protocols identified in the *Droichead – The Integrated Induction Framework*, Teaching Council, March 2017. This policy is specifically supported by the following sections:

- Professional conversations: p5
- Observation: p5
- Maintaining records of the *Droichead* process: p6
- Concluding the *Droichead* process: p7

Supporting Documentation

This policy is part of a suite of documents to support *Droichead* in the school. These documents include:

- *Droichead: The Integrated Induction Framework*, Teaching Council, March 2017
- Teaching Council Standards (accompanied by our customised Indicators and Examples of School Context)
- PST Roles and responsibilities
- *Droichead* Outline drafted by the PST and finalised with NQT input
- Needs Analysis/Induction Plan – updated regularly in collaboration with NQT

Review

This policy will be subject to review in the light of ongoing experiences. The review of the policy will be led by the Principal in collaboration with members of the PST.

This policy was reviewed and ratified at a meeting of the Board of Management on 9 March 2020.