

ECF Bulletin

Issue 4 - February 2024

**VANTAGE
TEACHING
SCHOOL HUB**
NORTH HUMBER



Welcome to the fourth Career Framework (ECF) Bulletin of the academic year 2023/2024 from Vantage Teaching School Hub. The purpose of this Bulletin is to share relevant information regarding the Early Career Framework Full Induction Programme with Induction Tutors, Mentors and Early Career Teachers (ECTs). We will circulate these Bulletins at the start of each new module in the Full Induction Programme Calendar.



The ECF Bulletins will begin with an introduction that is relevant to all cohorts and programme members. You will then be signposted to links that will take you to the sections of the Bulletin that are specific to the cohort to which you are a member of.

We hope that everyone has had a restful half term break and is ready for the second half of the Spring Term.



Thank you to our January 23 Mentors and ECTs who have attended their first seminars with us after joining Year 2 of the ECF programme alongside the September 2022 cohort. They will access the Year 2 programme in a slightly different order but will receive all of the training and support they are entitled to.

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In this Bulletin:-

- Spring Term Induction Tutor webinar
- Engagement Policy Update
- Replacement Mentor summary
- Link to the Y1 September 2023 cohort Bulletin
- Link to the Y2 cohort Bulletin
- Link to the Y1 January 2024 cohort Bulletin

Induction Tutor Webinar - upcoming meeting: Thursday 29th February 2024 at 4pm

Marc Cooper and I will continue to offer termly webinars for Induction Tutors. These are an opportunity for Induction Tutors to ask questions and give feedback; also for us to share any new national or regional information with school leaders. We see this as a really crucial part of our approach to Quality Assurance, hearing the detail of how the programme is impacting in schools and what further steps we can all take to provide the highest quality support for ECTs and their mentors.

A further update for this academic year and beyond - Nicola Tennison AB Lead for Vantage TSH will join the Induction Tutor webinars to provide training and support for Induction Tutors who use our AB service..

The next webinar will take place on Thursday 29th February 2024 at 4pm via Zoom. The link to attend will be sent to all Induction Tutors a week before the meeting date.

Engagement Policy Update

Attendance at the ECF training seminars that we run for the different cohorts of the Full Induction Programme is usually very good and we thank all the programme members who regularly attend the sessions as indicated on their training calendars. We would also like to thank ECTs and Mentors for completing the feedback forms at the end of each seminar as this really supports our continued development of the programme.

All seminars compliment the self-study that an ECT or mentor is engaged in and also provides them with the opportunity to network. When a school joins our Full Induction Programme they are agreeing to our Engagement Policy as this forms part of the statutory entitlement for ECTs during their induction period.

I have provided an update and reminders below regarding our engagement policy which ultimately supports an ECT in completing their statutory induction period and protects a school's enrolment on the programme.

- The ECF programme is a mandatory programme of development for all Early Career Teachers.
- Engagement with the programme is measured through interaction with the self-directed content and attendance at seminars.
- It is the responsibility of the ECF Lead (Induction Tutor) in school to monitor engagement and support their teacher to utilise the support provided in the best way possible.
- Schools can decide to withdraw from the programme, or to withdraw an individual ECT or Mentor from the programme.

It is a requirement of our contract with our Lead Provider, Teach First and the DFE that we collect registers for each seminar event that we run and report on attendance and engagement.

1. ECTs and Mentors are placed in a specific group when they are on boarded to attend their training seminars.

2. If an ECT or Mentor informs Vantage TSH that they cannot attend a seminar due to another meeting or a reasonable circumstance, then they will be offered one of the other seminars running in that training week as an alternative. During a training week, sessions run on a Monday, Tuesday, Wednesday and Thursday. (Unfortunately we can't offer this for the Year 2 ECT sessions as they are subject specific)

3. If an ECT or Mentor is unable to attend one of the alternative sessions in a training week, then a recording of the session may be offered after the event.

Please note that recordings are only offered as a last resort for a seminar and will only be given once unless there are exceptional circumstance (see below). If a recording is offered, then the ECT or Mentor will be asked to confirm that they have completed the 'catch up' within 10 days of receipt. Attendance returned to the DFE will show as having attended 'via catch up'.

4. In exceptional circumstances or if an ECT/Mentor has a reasonable adjustment to the programme, they will be offered a recording of the seminar after the event and asked to inform Teach First when they have completed the catch up within 10 days of receipt. Attendance returned to the DFE will show as having attended 'via catch up'.

5. If another recording is requested from an ECT or Mentor who does not have an exceptional circumstance or a reasonable adjustment to the programme, they may be sent the recording at the discretion of Vantage TSH but they will not be recorded as having attended.

6. If an ECT/Mentor has not engaged in the self-directed study within a Module over the course of a term and /or has not attended a 'live' seminar, then Teach First will contact the Programme Member via email. This is to safeguard the school's enrolment on the programme.

Replacement Mentors Summary

On our ECF programme we have a number of Mentors who have taken over the mentoring of an ECT part-way through their ECT's statutory induction. As previously, explained in the September 2023 ECF Bulletin and in the January 2024 ECF Bulletin:

All new and replacement mentors therefore will be invited to attend our Year 1 Mentor Induction regardless of whether they are mentoring a Year 1 or a Year 2 ECT

If the replacement mentor is mentoring a Year 2 ECT, they will also be offered the option to attend and/or catch up resources for the Year 2 induction.

The replacement mentor, once they have attended the Year 1 Induction will be invited to attend the Y1 mentor seminars and continue through the programme for two years, regardless of when their original ECT completes statutory induction. This is to ensure that the mentor has received all the training and their school receives all the of the available funding. Please note that this is only relevant to replacement mentors who are new to our programme and who have not previously completed all of our ECF programme.

The mentor seminars are relevant to developing mentoring skills and are not directly linked to the seminars that the ECTs attend.

All mentors will receive the relevant programme guides/handbook linked to the stage of the ECT they are supporting.

In the specific cohort sections of this Bulletin, I have detailed the expectations for ECTs and Mentors on Brightspace. This is slightly different however for replacement mentors.

If a replacement Mentor has taken over the mentoring of an ECT that is in Y1, below are the expectations for this replacement Mentor:

- The Mentor will need to attend one of our live Y1 Induction events or a catch up event (depending when they join our programme).
- The Mentor will receive a training calendar and be expected to attend all of the seminars advertised.
- The Mentor will receive the Y1 Programme Guide & Handbook which they will use to support them in their role.
- Mentors are expected to log onto Brightspace every week if they are mentoring a Year 1 ECT to view the weekly videos. A Mentor's engagement with this is tracked by Teach First and they will receive a reminder email if they have not regularly engaged with these.
- Mentors are advised when they need to complete the Mentor assessment on Brightspace – this activity is mandatory.
- The self-study for a Mentor for each of the modules is optional, although a Mentor's completion of this will support with their engagement on the programme.
- Mentors are encouraged to track the progress of their ECT on Brightspace so that they can discuss this with them and escalate any issues to the Induction Tutor.
- Here is the pathway that a Mentor can follow to check the progress of their Year 1 ECT:
- Login to My TeachFirst > Click on ECF2023 (Year 1 ECTs) > Click on the chosen Module for ECTs (Do not click on the Module for Mentors) > Click on Audit Users > Select the ECT
- You will then be able to see an overview of their engagement in the content of the Module.
- Here is the pathway that a Mentor can follow to view the notes that an ECT has made:
- Brightspace > Module * for ECTs > Course Tools (near the top) > Notes > Shared Items

If a replacement Mentor has taken over the mentoring of an ECT that is in Y2, below are the expectations for this replacement Mentor:

- The Mentor will need to attend one of our live Y1 Induction events or a catch up event (depending when they join our programme). This is to enable them to understand the ECF programme & how instructional coaching works.
- They will also be offered the option to attend and/or the catch up resources for the Y2 induction so that they understand the programme that their current ECT is engaged in.
- The Mentor will receive a training calendar and be expected to attend all of the seminars advertised. These will be Y1 (new Mentor seminars – these seminars are based on Mentor development).
- Y1 Mentors are expected to watch the weekly videos to support their ECTs but if a Mentor has replaced a Y2 Mentor, then they will NOT be expected to do this.
- The Mentor will receive the Y2 Programme Guide which they will use to support them in their role.
- Replacement Y2 Mentors will be set up on Brightspace so that they can see all of the Y2 Development Cycles.
- Mentors are expected to log onto Brightspace every half-term if they are mentoring a Year 2 ECT to check they have completed the retrieval quizzes so that they can discuss this with them and escalate any issues to the Induction Tutor - reminders about how to do this are below.
- Mentors are advised when they need to complete the Mentor assessment on Brightspace – this activity is mandatory.
- Y2 Mentors are also expected to complete any Y2 Induction activities that were not covered in the live induction event. These are found in a separate Module on Brightspace named, 'Y2 Induction'. The induction activities are mandatory.
- The self-study for a Mentor for each of the modules is optional, although a Mentor's completion of this will support with their engagement on the programme.

Here is the pathway that a Mentor can follow to check the progress of their Year 2 ECT:

- Login to My TeachFirst > Click on ECF2022 (Year 2 ECTs) > Click on the chosen Development Cycle for ECTs (Do not click on the Module for Mentors) > Click on Audit Users > Select the ECT

You will then be able to see an overview of their engagement in the content of the Development Cycle.

Brightspace Reminders

- Like any new web-based platform, developing familiarity with the functions and layout will enable ECTs and Mentors to get the best use out of it and reduce workload. This will require participants to log in weekly, little and often.
- Brightspace tracks content covered, clicks, time spent engaged with self-directed study which form the basis of the engagement reports to the DfE per participant.
- The glitches and issues we saw in September 2022 have been resolved but from time to time we know that participants sometimes encounter problems. When this occurs, please use the link below

[https://click.noreply-teachfirst.org.uk/?](https://click.noreply-teachfirst.org.uk/?qs=7184b3e81887fdb7b7c1535cabae4ab1ff23750e94a66564207d366b4c26f9a6602496e785b3eb6d1f015d6e99482ab9442896dac6f882e7)

[qs=7184b3e81887fdb7b7c1535cabae4ab1ff23750e94a66564207d366b4c26f9a6602496e785b3eb6d1f015d6e99482ab9442896dac6f882e7](https://click.noreply-teachfirst.org.uk/?qs=7184b3e81887fdb7b7c1535cabae4ab1ff23750e94a66564207d366b4c26f9a6602496e785b3eb6d1f015d6e99482ab9442896dac6f882e7)

ECF Mythbuster

The DfE has published new guidance regarding the ECF. This guidance covers the most common questions regarding ECF, and we hope will be a valuable resource for hubs. Please find the links below and please do share these within your networks:

- [ECF induction and training: additional information for early career teachers - Manage training for early career teachers \(education.gov.uk\)](#)
- [ECF induction and training: additional information for school leaders - Manage training for early career teachers \(education.gov.uk\)](#)
- [ECF induction and training: additional information for mentors - Manage training for early career teachers \(education.gov.uk\)](#)

Year 1 ECTs/ Mentors and Induction Tutors 2023

(Including those who started their induction in April 2023).

Please follow the link here to open the section of the Bulletin that is specific to your cohort: [\(click here\)](#).

Year 2 ECTs/ Mentors and Induction Tutors (including January 2023 Cohort)

Please follow the link here to open the section of the Bulletin that is specific to your cohort [\(click here\)](#).

Year 1 ECTs/Mentors and Induction Tutors January 2024 Cohort

Please follow the link here to open the section of the Bulletin that is specific to your cohort: [\(click here\)](#).

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Best Wishes

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