**Notification of an appointment of a Newly Qualified Teacher 2020 – 21**

**A newly qualified teacher has been appointed to the staff at the school**

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| **School** |  |
| **School address** *Include post code* |  |

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| **NQT name** |  |
| **Former name/s** *if applicable* |  |
| **Teacher reference number\*** |  |
| ***\*****TRN, 7 digits, not LA 816/school code. Required to register induction with TRA* |
| **Date of birth** |  | **NI number** |  |

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| **Start date** |  | **End date** *if less than a year* |  |
| **Full / part time** |  | **Days per week if part time\*\*** |  |
| ***\*\**** *0.1 is equivalent to half a day* |
| **Induction tutor/mentor** |  |
| **Primary:** year group/s to be taught |  |
| **Secondary:** subjects to be taught |  |

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| **Previous induction terms** *if applicable* |
| **Local Authority** | **School** | **Dates** |
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| **Headteacher name** |  |
| **Headteacher signature** |  |

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| **If there are any changes to the above during the induction period please inform** **nqts@york.gov.uk** **as soon as possible** |

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| **Please return this form to:**Naomi Watson, Effectiveness and Achievement, West Offices, Station Rise, York YO1 6GAOR email the completed form to **nqts@york.gov.uk** *(preferred)* |

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| **Costs of Appropriate Body service: £100 per NQT (flat rate).** [**www.york.gov.uk/nqt**](http://www.york.gov.uk/nqt) |