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

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

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

|  |  |  |  |
| --- | --- | --- | --- |
| **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** |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **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 | |  | | |

|  |  |  |
| --- | --- | --- |
| **Previous induction terms** *if applicable* | | |
| **Local Authority** | **School** | **Dates** |
|  |  |  |
|  |  |  |

|  |  |
| --- | --- |
| **Headteacher name** |  |
| **Headteacher signature** |  |

|  |
| --- |
| **If there are any changes to the above during the induction period please inform** [**nqts@york.gov.uk**](mailto:nqts@york.gov.uk) **as soon as possible** |

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

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