

## NQT Registration Form 2017/18

This form is to notify the Local Authority, formally, that a school has appointed a Newly Qualified Teacher. Notification should be given before the NQT takes up a post.

<u>Name of NQT</u>	<u>School</u>	<u>Subject/Age Group</u>	<u>Induction Tutor</u>
<u>Email Address</u>			

<u>Date of Birth</u>	<u>National Insurance No.</u>	<u>Teacher Reference No.</u>	<u>Date of QTS</u>

<u>Full or Part Time i.e. 0.5</u>	<u>Previous Inducts</u>	<u>Agency Staff</u>	<u>Start Date</u>	<u>Approximate Duration</u>
		Yes / No		

<b>University/College Graduated from</b>	
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<b>Please state where NQT obtained QTS</b>	
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**PLEASE NOTE:** All qualified teachers who are employed in a relevant school (a maintained school or non maintained special school in England, including a maintained special school or a PRU) in England must, by law, have completed an induction period satisfactorily, subject to specified exceptions. These exemptions are detailed in Annex B of the DfE's Statutory Guidance on induction for newly qualified teachers (England) and may include teachers trained in other countries. If you are unsure as to whether any of the detailed exemptions apply to your NQT, please ring the National College for Teaching and Leadership on 0207 5935392 or email [teacher.induction@education.gsi.gov.uk](mailto:teacher.induction@education.gsi.gov.uk)

If an NQT leaves during their Induction year please inform the LA in writing so that the information can be passed on to the National College for Teaching and Leadership.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Please return to:  
 Elizabeth Beck  
 NQT Administrative Officer  
 Children's Services Department,  
 School Improvement Service, 3 Knowsley Place,  
 Duke Street  
 Bury  
 BL9 0EJ