

**STRUCTURE OF THE ASSESSMENT PERIOD – ASSESSMENT-ONLY ROUTE**

You will be accepted onto the route and your 12-week assessment period will begin on a pre-arranged dates once a signed partnership agreement has been received from your employing/placement school.

**Initial Assessment Visit – in week 1 of assessment period**

* Interview with the applicant by the Director of ITT and school representative(s)
* Discussion with applicant, mentor and Professional Tutor/ITT coordinator to identify areas for professional support during the assessment phase, pattern of required lesson observations, mentor meetings, action plans, etc.

If the IAV is successful and the applicant is provisionally accepted onto the AO Route, an appropriate start and completion time will be agreed.

* School to complete and sign the West Midlands Consortium Partnership Agreement.
* Registration of applicant by West Midlands Consortium with the Department for Education
* Once provisionally accepted, the school/applicant will be invoiced by West Midlands Consortium for £1000 (the first instalment of the total amount of £4,000).

**Monitoring Visit – in week 6 or 7 of the assessment period**

* A joint lesson observation – verbal and written feedback will be provided
* Mid-Point Review against TS completed by Mentor
* A meeting with the Director of ITT to offer guidance and advice as appropriate
* Advice about preparation for the Final Assessment
* Advice about preparation for your Professional Learning Conversation and Career Entry Development Profile

**Assessment Visit – in week 12 of the assessment period**

* Final Review against TS completed by Mentor – and supported by comments from Director of ITT
* A Professional Learning Conversation – based on the requirements of the Core Content Framework
* Review of your CEDP – and discussion about transition to Early Career Teacher
* A final decision will be made and, where appropriate, QTS will be awarded