



Newly Qualified Teacher Registration Form

| | |
|---------------------------------|--------|
| A. SCHOOL DETAILS | |
| School Name: | |
| URN or LA/Establishment Number: | |
| School Address: | |
| School Telephone Number: | |
| Induction Coordinator Name: | Email: |
| Contact Name for Invoice: | Email: |

| |
|--|
| B. NQT DETAILS |
| Full Name: |
| Former Name(s) <i>where applicable</i> : |
| Date of Birth: |
| Teacher Reference Number: |
| Subject and/or Phase Trained: |
| University Awarding QTS: |
| Date of QTS (DD/MM/YY): |

| | |
|--|---|
| C. EMPLOYMENT DETAILS | |
| Start Date: | |
| Subject and/or Age Range: | |
| Contract Type: <i>Please tick</i> | Full time ___ Part time ___ |
| | If part time, please give details: |
| | Permanent ___ Fixed Term ___ Supply ___ |
| Contracts of less than one term (or equivalent) cannot count towards induction. | |
| | |

Please turn over

D. INDUCTION DETAILS

| | | | |
|---------------------------------------|------------|-------------|------------|
| Subject Mentor Name: | | Email: | |
| Induction Stage at Start of Contract: | First ____ | Second ____ | Third ____ |

Only complete section E if the NQT began their induction in another school.

E. DETAILS OF PREVIOUS INDUCTION

| | |
|---|------------------------|
| School Name: | |
| Appropriate Body Name: | |
| Induction Period(s) Completed | First ____ Second ____ |
| Please send copies of previous induction reports (including interim reports) to Moor End Academy (amiller@moorend.org). | |

F. INDUCTION PACKAGE (please tick)

| |
|---|
| Package A: Basic Administration and Support |
| OR |
| Package B: Enhanced Support |
| If you are registering other NQTs with Moor End please indicate how many: |

G. PROFESSIONAL DEVELOPMENT PROGRAMME (see attached flyer or the visit the Pennine Alliance website for details) (please tick).

| |
|---|
| Complete Programme (9 twilight sessions): |
| Individual Sessions – please see separate booking sheet |

H. DECLARATION

| | |
|---|-------|
| I: | |
| - have checked the NQT's QTS status. | |
| - can confirm that the NQT's post is suitable for induction. See document "Induction for Newly Qualified Teachers" §2.4 and 2.17 – 2.19, available from the Pennine Alliance website. | |
| Signed on behalf of the school: | Date: |
| Position: | |
| Print Name | |

Either print and return the form to:
Anthony Miller, Moor End Academy, Dryclough Road, Huddersfield, HD4 5JA

or email to tmiller@edu.moorend.org.

If emailing the form please send it from the Headteacher's official email address.