

**To: Heads of higher education institutions
in Wales providing initial teacher training
(ITT) courses**

Reference: W03/72HE
Date: 18 December 2003
Response By:
Further Information: Karen Jones, (02920
682283) karen.jones@hefcw.ac.uk

ITT INTAKE TARGETS 2004/05

I am writing to inform you of the initial teacher training (ITT) intake targets for the sector for 2004/05 (see letter from the Welsh Assembly Government Teaching and Leadership Division at **Annex A**).

As you know, the Welsh Assembly Government is conducting a scoping study to establish the precise areas a review of the provision for ITT should cover. Intake targets and courses are central to this work. No decision on a wider review of ITT will be made until after the scoping study has been completed and the results considered. You will note in the letter that, in view of this work in progress, the Minister for Education and Lifelong Learning has taken the view that now is not an appropriate time to make major changes in ITT intake numbers.

PRIMARY TARGETS

Based on evidence from various sources that recruitment at primary level is more than satisfactory, the Assembly letter highlights the Minister's intention to work towards establishing a better balance between secondary and primary targets and having targets more closely linked to demand for teachers. The scoping study is part of this approach and, as indicated, the Minister has concluded that there should not be changes to the primary intake targets for the 2004/05 academic year

ITT providing institutions should make every effort to ensure that over-recruitment against primary targets does not take place. The Council has been asked to continue to maintain financial and other efforts to prevent ITT providers from over-recruiting. We will therefore continue to apply the penalty arrangements for over-recruitment to Primary provision as set out most recently in HEFCW Circular W02/15HE (11 March 2002):

From 2003/04 onwards, the over recruitment margin allowed against each of published undergraduate and postgraduate targets will be reduced from 10% to 5% or 5 enrolments (whichever is the greater) in any two consecutive years. Where such over-recruitment does take place, as previously, a penalty of 5% will be put on the intake target for the relevant area of provision in the following year, i.e.

- *over-recruitment by more than 5% in 2002/03 & 2003/04 = 5% reduction in targets allocated for 2004/05,*
- *over-recruitment by 5% in 2003/04 & 2004/05 = 5% reduction in targets allocated for 05/06.*

These arrangements continue to allow for one year of abnormal recruitment. However, if institutions are seen to be using this allowance to over-recruit in alternative years, the penalty arrangements will be re-visited.

Institutions will be penalised for over-recruitment under these arrangements and will receive a 5% reduction in the relevant pro rata primary intake target for 2004/05. Under the current arrangements, these intake targets will be allocated pro rata to other undergraduate providers for 2004/05 and, if the penalised institutions remain within the permitted target range for 2004/05 recruitment, the numbers will be restored to them for 2005/06.

However, given the Minister's strong signals regarding Primary over-recruitment, the Council proposes that, from 2004/05 onwards the numbers resulting from any penalties applied will be transferred to secondary provision. Any institution which therefore over-recruits by more than 5% in 2004/05 (and has also over-recruited by more than 5% in 2003/04) will have the standard penalty applied but will not have an opportunity to regain the targets the following year, neither will they be distributed to other Primary providers.

We hope to notify Primary providers of institutional intake target allocations by end of January 2004.

SECONDARY TARGETS

The Minister takes the view that now is not an appropriate time to make major changes in ITT intake numbers. The Minister is nevertheless keen to keep up the emphasis placed on the secondary sector last year, for the reasons stated then, when the secondary target for 2003/04 was increased by 60 places in total. This increased target will remain in place for 2004/05.

It has been the practice of the Council to invite providers to collaborate in the meeting of intake targets by indicating to the Council where they would wish, and be able, to take additional secondary numbers and where they might be prepared to surrender some of their numbers for reallocation to other institutions. This practice was again confirmed by the Council at its meeting on 23 October 2003.

The Council had previously agreed that institutions should, through this process, be encouraged to rationalise provision. As before, in the allocation of secondary subject intake targets, proposals for single figure cohorts of students will not be supported. Where an institution fails to recruit a

minimum of ten students in a subject segment in two consecutive years, officers will commence discussion with the relevant institution with a view to rationalisation of that subject area. Within the Council's action plan for ITT Secondary Welsh, the Council has agreed to exempt Welsh from these considerations.

In the light of this, I am writing to invite you to consider with other institutions how targets might be further adjusted or rationalised to improve recruitment performance. This could include proposals for increases in secondary provision, where this might build on recruitment strengths. To help this process, I attach at **Annex B**, a table showing how last year's allocations were distributed amongst institutions.

In line with Assembly targets, an additional 60 secondary numbers were allocated to the sector last year against proposals from individual institutions. Should this situation arise again in 2004/05, subject to the intentions of the Welsh Assembly Government with regard to any review of ITT, it is proposed that a proportion of the remaining numbers, together with any numbers transferred from Primary provision as a result of the arrangements set out above, should be made available for institutional proposals for new secondary provision.

For 2004/05 allocations, HEFCW Officers will take into account the following issues when deciding between proposals for expanding existing provision:

- Individual institutions' success in recruiting to the 2002/03, and previous years',
- intake targets;
- Evidence from Estyn of the quality of training provided by institutions;
- The need to balance subject provision across the sector, and to maintain viability of provision;
- Where appropriate, the outcomes of the Council's consideration of applications to the Reconfiguration and Collaboration fund.

I should be grateful if your proposals for intake targets could be addressed to Ms Karen Jones, here at the Council, by **Friday, 23 January 2004**. We hope to notify the sector of secondary targets by the end of February 2004.

Yours sincerely

PROFESSOR PHILIP GUMMETT
DIRECTOR OF HIGHER EDUCATION

ANNEX A



Llywodraeth Cynulliad Cymru
Welsh Assembly Government

Professor Philip Gummett
Director of Higher Education
Higher Education Funding
Council for Wales
Linden Court, The Orchards
Ilex Close
Llanishen
CARDIFF CF14 5DZ

Eich cyf . Your ref
Ein cyf . Our ref SF/JD/5250/03

11 December 2003

Dear Professor Gummett

INTAKE TARGETS FOR INITIAL TEACHER TRAINING 2004-05

I am writing to let you know the intake targets for initial teacher training for the 2004-05 academic year.

Background

As you know, the Welsh Assembly Government has decided to carry out a scoping study to establish the precise areas a review of the provision for initial teacher training should cover, the terms of reference for a review and to make recommendations on how it might be conducted. Intake targets and courses are central to this work.

A report on the scoping study is to be presented to Teaching and Leadership Division before the end of December 2003. No decision on a wider review will be made until after the scoping study has been completed and the results considered.

In view of this work in progress, and the question of a wider formal review in due course, the Minister for Education and Lifelong Learning takes the view that now is not

Parc Cathays
Caerdydd
CF10 3NQ

Cathays Park
Cardiff
CF10 3NQ



Ffôn • Tel: 029 2082 3074
GTN: 1208
Ffacs • Fax: 029 2080 1331
Epost • Email: mike.harper@wales.gsi.gov.uk

an appropriate moment to make major changes in initial teacher training intake numbers.

Primary

Evidence from various sources, including vacancy figures and the last recruitment survey by the General Teaching Council for Wales, continues to support the view that recruitment at primary level is more than satisfactory. As you know, the Minister considers that we should be towards a better balance between secondary and primary targets and having targets more closely linked to demand for teachers. The scoping study is part of this approach and, as indicated, the Minister has concluded that there should not be changes to the primary intake targets for the 2004-05 academic year.

However, the Minister would like to reinforce the message that all concerned should make every effort to ensure that over-recruitment against those targets does not take place. To support this approach, there will no longer be any virement flexibility into undergraduate primary from undergraduate secondary targets. The existing rule on no virement into or out of the postgraduate primary target total remains in place. In addition, the Assembly brokering service (under which Teaching and Leadership Division can redistribute any under recruited places subject to training grants to over recruited courses in other colleges) will no longer operate for primary places.

To support these efforts, HEFCW is asked to maintain its financial and other efforts to prevent initial teacher training providers from over-recruiting.

Secondary

Although as noted we intend working towards a better balance between secondary and primary targets in the longer term, in view of the scoping study in progress, and the question of a wider formal review in due course, the Minister for Education and Lifelong Learning takes the view that now is not an appropriate moment to make major changes in initial teacher training intake numbers.

The Minister is nevertheless keen to keep up the emphasis placed on the secondary sector last year, for the reasons stated then, when the secondary target for 2003-04 was increased by 60 places in total. This increased target will remain in place.

To maintain this emphasis, virement flexibility into undergraduate secondary from undergraduate primary targets will continue to be allowed. In addition, virement will now be allowed into the postgraduate secondary non-priority target total from the postgraduate primary target total. We would encourage HEFCW to make use of both these flexibilities wherever possible or practical.

Action

The intake targets for initial teacher training for the 2004-05 academic year are set out in the table in the annex attached. These form the basis of the Welsh Assembly Government's forecast demand for newly qualified teachers to which the Higher Education Funding Council for Wales is required to have regard under section 5(4)(a) of the Education Act 1994.

As usual, the intake targets do not include separate Welsh medium intake targets, not least because splitting subject intake targets between Welsh medium and English medium could produce exceptionally small and unmanageable cohorts. There are also wider issues about what might be appropriate targets; this is one of the factors being considered as part of the scoping study. For the moment, HEFCW is asked to continue to encourage institutions to develop Welsh medium provision where possible.

I can confirm that these intake targets are only for distribution amongst initial teacher training institutions currently accredited by HEFCW. They do not include target numbers for the Open University. The Welsh Assembly Government is happy in principle with the aim of the OU's ITT operations in Wales being accredited by HEFCW, but we clearly need to establish the position on funding before making any commitments. Until such time as the funding and accreditation position are resolved we will not be issuing intake targets for Open University initial teacher training courses in Wales.

We are content for HEFCW to exercise its discretion regarding virement between numbers providing it is within the limits set out in the annex attached. There may be instances where the individual secondary course numbers shown within phases need to be amended to manage provision at institutions. I am content for our staff to agree these amendments providing they do not result in a change to the overall phase or phase grouping targets.

Yours sincerely

MIKE HARPER
Head of Teaching & Leadership Division

Intake targets 2004-05

	Undergraduate	Postgraduate	total
Primary	655	495	1150
Secondary	161	1159	1320
Total	816	1654	2470
<u>Secondary subjects: priority</u>			
Mathematics	35	100	135
English (including drama)	30	130	160
Science	13	187	200
Modern Languages	10	130	140
Welsh	15	60	75
Design & Technology	48	75	123
IT	0	50	50
sub total priority	151	732	883
<u>Secondary subjects: other</u>			
History	0	75	75
Geography	0	70	70
PE	0	95	95
Art	0	77	77
Music	10	35	45
RE	0	45	45
Business studies	0	25	25
Outdoor	0	5	5
sub total other	10	427	437
Total Secondary	161	1159	1320

Virement flexibility

- No virement flexibility between phases.
- No virement flexibility into the undergraduate primary target total from the undergraduate secondary target total.
- Up to 5% virement flexibility into the undergraduate secondary target total from the undergraduate primary target total.
- No virement into or out of the postgraduate secondary priority target total.
- No virement out of the postgraduate secondary non-priority target total.
- Up to 5% virement flexibility into the postgraduate secondary non-priority target total from the postgraduate primary target total.
- No virement into the postgraduate primary target total.

SUBJECT AREA	LEVEL	UW Aberystwyth	UW Bangor	UW Swansea	UWIC	UWCN	SIHE	TCC	TOTAL 2003/04
Art	UG								
	PG		17		43		19		79
History	UG								
	PG	23		37	15				75
Music	UG				10				10
	PG		15		22				37
									47
RE	UG								
	PG		15					30	45
English	UG				30				30
(inc. drama)	PG	30	30	54	20				134
									164
Geography	UG								
	PG	30		35					65
Business Studies	UG								
	PG						24		24
Mathematics	UG					25		10	35
	PG		22	51	26				99
									134
Sciences	UG							13	13
	PG	36	50	56	45				187
									200
Design & Technology	UG		20			28			48
	PG			22	25	28			75
									123
Information Technology	UG								
	PG		17	20		15			52
PE	UG								
	PG		32		65				97
Modern Languages	UG				10				10
	PG	22	20	35	48				125
									135
Welsh	UG				15				15
	PG	10	20	10	20				60
									75
Outdoor Activities	UG								
	PG		5						5
Total UG		0	20	0	65	53	0	23	161
Total PG		151	243	320	329	43	43	30	1159
GRAND TOTAL		151	263	320	394	96	43	53	1320