

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

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**ESTYN INSPECTION OF INITIAL TEACHER TRAINING AT THE UNIVERSITY OF WALES,
BANGOR AND THE UNIVERSITY OF WALES COLLEGE, NEWPORT 2004/05: NOMINATIONS
FOR ADDITIONAL INSPECTORS**

BACKGROUND

HEFCW and Estyn work in close collaboration in relation to their respective statutory duties with regard to initial teacher training (ITT). This includes the recruitment and deployment of additional inspectors, which provides an element of peer evaluation in the inspection process. As you are aware, the Teaching and Higher Education Act 1998 gives Estyn inspectors, including additional inspectors, right of entry to institutions to inspect initial teacher training.

Following the introduction of the Estyn Common Inspection Framework for Wales and Guidance on the Inspection of Initial Teacher Training in September 2002, HEFCW and Estyn officers have engaged in discussions to restructure administrative arrangements for the appointment and training of additional inspectors. Administrative arrangements were streamlined for 2003/04 and 2004/05, it is anticipated that all administrative arrangements will be moved to Estyn by 2005/06.

Nominations for the 2004/05 Academic Year

I am writing to seek your nominations for additional inspectors for the inspection of the primary and secondary provision at the University of Wales, Bangor, and the University of Wales College, Newport in 2004/05. Successful nominees will be added to the existing pool of additional inspectors, trained since October 2002. Once trained, additional inspectors can remain eligible for inclusion in the 'pool' of additional inspectors for a period of three-years without further training. If additional inspectors wish to be considered for selection in any of the three-years following training this must be confirmed annually by the nominating HEI to Estyn. Inspectors wishing to remain considered for deployment must submit an additional inspector application form annually. From

this pool, up to four additional inspectors will be selected by Estyn per inspection. This number may vary between two and four based on the size and complexity of the provision being inspected. They will be deployed as full members of the relevant inspection team and they will be involved in the inspection of the college-based work and the school-based work.

Persons meeting any one of the following specifications are required:

1. Headteacher of a primary or secondary school or head of department in a secondary school involved in partnership with a higher education institution in Wales, with:
 - a good track record as a practitioner;
 - demonstrable interest in, and experience of, ITT;
 - a knowledge of the issues;
 - confidence in expressing judgements that are rooted firmly in evidence.

2. Member of staff of a department/faculty of education in a higher education institution in Wales that offers primary or secondary ITT and who is a primary or secondary specialist currently involved in ITT, with:
 - a proven track record in ITT;
 - considerable experience of teaching in a primary or secondary school, and with that experience being maintained and developed.

Additional Inspector Training July 2004

Additional inspector training will be held on Thursday 8 and Friday 9 July 2004, at Estyn offices in Cardiff. Estyn and HEFCW have agreed that some ten - twelve additional inspectors may be included in the training, with at least five from partner schools. Such training would contribute to the development of the staff concerned and would be of benefit to their respective institutions. Accordingly, for this reason and in order to ensure adequate funding for this expanded training provision, higher education institution staff will be paid travel and subsistence expenses only for the training element. Prospective additional inspectors from partnership schools are entitled to a training fee of £250 per nominee to acknowledge release from school-based duties during training, in addition to claiming travel and subsistence expenses.

Deployment in 2004/05

Each of the additional inspectors deployed in the inspection process will be required for up to some 10 days in all. The proposed timing of the inspections for 2004/05 is given in Annex A attached. School-based staff are entitled to an inspection fee of £1,500 covers release from normal duties, which takes into consideration the preliminary work required in preparing for the inspection as well as the demands on time in attending the training days and undertaking the inspection visits. The inspection fee will be paid to the University for transfer to the Ai's school. HEI staff will also receive the inspection fee of £1,500, which acknowledges the staff member's release from college duties. The Council will pay for all travel and subsistence costs incurred, at its agreed rate.

HEI nominations for training, and confirmation of the eligibility and availability for deployment of trained additional inspectors, alongside the nominees' application forms should be sent to Jonathan Cooper, at the Estyn Office in Cardiff, on the proformas attached as Annex B-D, to be received no later than **MONDAY 3 MAY 2004.**

Those wishing to be considered only for training at this stage should make this clear in the application. The institutions subject to inspection in 2004/05 are encouraged to nominate HEI staff, headteachers and heads of department for training only.

Yours sincerely

PROFESSOR PHILIP GUMMETT
INTERIM CHIEF EXECUTIVE

**Inspection of Initial Teacher Training
at
University of Wales, Bangor**

	PRIMARY	SECONDARY
COLLEGE - BASED INSPECTION	BEd – Week beginning 07.03.05 PGCE - Week beginning 07.03.05	BSc D&T – Week beginning 07.03.05 PGCE – Week beginning 17.01.05
SCHOOL - BASED INSPECTION	BEd – Week beginning 29.11.04 PGCE – Week beginning 16.5.03	BSc D&T – Week beginning 29.11.04 PGCE – Week beginning 16.05.05

**Inspection of Initial Teacher Training
at
University of Wales College, Newport**

	PRIMARY	SECONDARY
COLLEGE - BASED INSPECTION	BA & PGCE - Week beginning 29.11.04	BA - Week beginning 22.11.04 PGCE - Week beginning 06.12.04
SCHOOL- BASED INSPECTION	BA - Week beginning 07.03.05 PGCE – Week beginning 20.06.05	BA - Week beginning 25.04.05 PGCE - Week beginning 16.05.05