



‘What to do if... EPD’

The guidance below is aimed at EPD Year 1 and EPD Year 2 teachers who are employed in a range of different employment scenarios of less than the required 2 year EPD stage and/or who return to Northern Ireland having completed the equivalent of the Induction stage in Great Britain.

Scenario	Recommended Action
<p>1. What if ... you are employed in a school for more than one year but less than 2 years?</p>	<ul style="list-style-type: none"> • Register with the Education Authority’s Early Career Teacher Team at the start of EPD Year 1 and again at the start of EPD Year 2. • Attend an EA EPD information webinar and visit the EPD pages of the Education Authority’s website to find out what you need to do to satisfactorily meet the core requirements of EPD. • Liaise with the school’s Teacher Tutor. • Draw up, in consultation with your Teacher Tutor, a Professional Development Activity (PDA) in EPD Year 1. If your contract with the school extends to 2 terms in EPD Year 2, then draw up your second PDA. • Please note that you are required to complete one PDA in EPD Year 1 and a second PDA in EPD Year 2. Each PDA should be linked to identified learning and teaching needs and relevant teacher competences. • Implement your PDA(s). • Collect evidence of increasing professional competence and reflective practice in your EPD portfolio for presentation to the Teacher Tutor, Principal and the Chair of the Board of Governors.
<p>2. What if ... you are employed in a school for one year?</p>	<ul style="list-style-type: none"> • Register for EPD Year 1 or EPD Year 2 with the Education Authority’s Early Career Teacher Team. • Attend an EA EPD information webinar and visit the EPD pages of the Education Authority’s website to find out what you need to do to satisfactorily meet the core requirements of EPD. • Make contact with the school’s Teacher Tutor. • Draw up, in consultation with the Teacher Tutor, either PDA 1 if you are registered for EPD Year 1 or PDA 2 if you are registered for EPD Year 2. Ensure that your PDA is linked to identified learning and teaching needs and relevant teacher competences. • Implement your PDA. • Collect evidence of increasing professional competence and reflective practice in one or more schools in your EPD portfolio for presentation to the Teacher Tutor, Principal and the Chair of the Board of Governors.



Scenario	Recommended Action
<p>3. What if ... you are employed in a school for a period of at least 10 weeks?</p>	<ul style="list-style-type: none"> • Register for EPD Year 1 or EPD Year 2 with the Education Authority’s Early Career Teacher Team. • Attend an EA EPD information webinar and visit the EPD pages of the Education Authority’s website to find out what you need to do to satisfactorily meet the core requirements of EPD. • Make contact with the school’s Teacher Tutor. • Draw up, in consultation with the Teacher Tutor, either PDA 1 if you are registered for EPD Year 1 or PDA 2 if you are registered for EPD Year 2. Ensure that your PDA is linked to identified learning and teaching needs and relevant teacher competences. • Implement your PDA. • Collect evidence of increasing professional competence and reflective practice in one or more schools in your EPD portfolio for presentation to the Teacher Tutor, Principal and the Chair of the Board of Governors.
<p>4. What if ... you are initially employed as a substitute teacher in a school for less than 4 weeks but your contract is extended incrementally at the end of 4 weeks?</p>	<ul style="list-style-type: none"> • Register for EPD Year 1 or EPD Year 2, as appropriate, with the Education Authority’s Early Career Teacher Team explaining your circumstances. • Attend an EA EPD information webinar and visit the EPD pages of the Education Authority’s website to find out what you need to do to satisfactorily meet the core requirements of EPD. • Alert the Principal and/or Teacher Tutor to your position and to the need to discuss the EPD Year 1 or EPD Year 2 requirements. • Start or continue to build your EPD portfolio by keeping a record of the range of teaching experiences gained as a substitute teacher as well as any participation in professional development opportunities.
<p>5. What if ... you are employed in day-to-day substitute teaching or not in post?</p>	<p>It is difficult for EPD Teachers who are not in post or employed sporadically on a daily substitute teaching basis to participate fully in the EPD programme and to engage with the breadth of the teacher competence framework. However, in this situation you should:</p> <ul style="list-style-type: none"> • Register with the Education Authority’s Early Career Teacher Team for EPD Year 1 or EPD Year 2, as appropriate, explaining your circumstances. • Attend an EA EPD information webinar so that you know what to do in terms of your Portfolio and Professional Development Activity when you get a post for a period of at least 10 weeks. • Start to build your EPD portfolio by keeping a record of the range of teaching experiences gained as a substitute teacher and as a result of participation in professional development opportunities.



Scenario	Recommended Action
<p>6. What if ... you return to NI having just completed the equivalent of Induction in GB?</p>	<p>Completion of the equivalent of Induction in GB does not exempt returning teachers from completing the 2 year EPD stage. In this situation you should:</p> <ul style="list-style-type: none"> • Register for EPD Year 1 with the Education Authority’s Early Career Teacher Team regardless of whether your employment status is permanent, one year contract, temporary, part-time or subbing on a day-to-day basis. • Attend an EA EPD information webinar. • If in post, follow the guidance given above for whichever of the ‘What if...’ scenarios 1-3 best reflects your current employment status. • If subbing or not in post, follow the guidance outlined above for whichever of the ‘What if...’ scenarios 4-5 best reflects your current employment status.
<p>7. What if ... you return to NI from GB having completed the equivalent of Induction plus one additional year’s teaching?</p>	<p>Completion of the equivalent of Induction plus one additional year’s teaching in GB, with supporting evidence, does not exempt returning teachers from completing EPD Year 2. In this situation you should:</p> <ul style="list-style-type: none"> • Register for EPD Year 2 with the Education Authority’s Early Career Teacher Team regardless of whether your employment status is permanent, one year contract, temporary, part-time or subbing on a day-to-day basis. • Attend an EA EPD information webinar and visit the EPD pages of the Education Authority’s website to find out what you need to do to satisfactorily meet the core requirements of EPD Year 2. • If in post, follow the guidance given above for whichever of the ‘What if...’ scenarios 1-3 best reflects your current employment status. • If subbing or not in post, follow the guidance outlined above for whichever of the ‘What if...’ scenarios 4-5 best reflects your current employment status.