



‘What to do if ... Induction’

Guidance for teachers who are registered for Induction and who are employed in a range of different employment scenarios of less than a year.

Scenario	Recommended Action
<p>1. What if ... you are employed in a school on a temporary basis for 2 terms or more but less than 1 year?</p>	<ul style="list-style-type: none"> • Register for Induction with the Education Authority’s Early Career Teacher Team. • Attend EA Introduction to Induction Webinar and visit the Induction pages of the Education Authority’s website to find out what you need to do to satisfactorily meet the core requirements of Induction. • Liaise with the school’s Teacher Tutor. • Draw up, in consultation with the Teacher Tutor, 2 Induction action plans linked to your Career Entry Profile, classroom needs and teacher competences. • Implement the Induction action plans. • Collect evidence of increasing professional competence in an Induction portfolio which should be presented to the Principal and the Chair of the Board of Governors.
<p>2. What if ... you are employed in a school on a temporary basis for a period of at least 10 weeks but less than 2 terms?</p>	<ul style="list-style-type: none"> • Register for Induction with the Education Authority’s Early Career Teacher Team. • Attend EA Introduction to Induction Webinar and visit the Induction pages of the Education Authority’s website to find out what you need to do to satisfactorily meet the core requirements of Induction. • Liaise with the school’s Teacher Tutor. • Draw up, in consultation with the Teacher Tutor, 1 Induction action plan linked to your Career Entry Profile, classroom needs and teacher competences. • Implement the Induction action plan. • Collect evidence of increasing professional competence in an Induction portfolio which should be presented to the Principal and the Chair of the Board of Governors.
<p>3. 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 Induction with the Education Authority explaining your circumstances. • Attend EA Introduction to Induction Webinar and visit the Induction pages of the Education Authority’s to find out what you need to do to satisfactorily meet the core requirements of Induction. • Alert the Principal and/or Teacher Tutor to your position and to the need for discussion about Induction requirements should the contract be extended. • Compile a record in your Induction portfolio and include within it: <ul style="list-style-type: none"> ➤ a record of the range of teaching experiences gained. ➤ a log of your participation in professional development opportunities mapped, as appropriate, against the teacher competence framework.



Scenario	Recommended Action
<p>4. What if ... you are employed in day-to-day substitute teaching?</p>	<p>It is difficult for Induction Teachers who are employed on a daily substitute teaching basis to participate fully in the Induction 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 for Induction with the Education Authority’s Early Career Teacher Team so that you can receive updates on courses and support available to you. • Attend EA Introduction to Induction Webinar and visit the Induction pages of the Education Authority’s website to gain information about the requirements of Induction and what you need to do once you are in post. • Start to build your Induction portfolio and include within it: <ul style="list-style-type: none"> ➤ a record of the range of teaching experiences gained as a substitute teacher. ➤ a log of your participation in professional development opportunities mapped, as appropriate, against the teacher competence framework.