

### Appropriate Body Service (2020-21)

- Expert advice to schools and academies regarding the statutory requirements for NQT induction
- Provision of a named contact for the NQT with whom to raise professional concerns
- Access to NQT guidance detailing expectations and assessment points
- A funded half day welcome meeting in September
- Assessment forms submitted 3 x per year with the final assessment form confirming the completion of induction
- Provision to the Teacher Regulation Agency (TRA) with details of NQTs who have commenced (satisfactory or not); require an extension; or left partway through an induction period
- Individual support to schools where NQTs are experiencing difficulties
- Quality assurance of the NQT processes
- Phone/email support for the induction tutor
- Induction mentor training

### Terms and Conditions:

- Charges will be made as soon as the school checks an item out of the shopping basket
- Contracts will run in line with the academic year
- If an NQT is part time then the charge is for the whole assessment period, based on the start date (relates to Appropriate Body service only)

### How to purchase the service:

- Log into the Octavo portal using your unique login. New customers should contact [enquiries@octavopartnership.org](mailto:enquiries@octavopartnership.org) to obtain a username and password;
- Click on 'services' in the top left-hand corner;
- Scroll down to 'NQT - Newly Qualified Teachers';
- Click on 'Buy our services' on the right-hand side;
- Select the length of induction that you require and then how many NQTs you wish to purchase the service for:
  
- Please note that the following programmes are available:
  - NQT Appropriate Body Service (includes NQT induction manager training)
    - **£199 per NQT per induction**
  - 2020-21 NQT Appropriate Body Service – 1 term (no CPD included):
    - **£67 per NQT**
  - 2020-21 NQT Appropriate Body Service – 2 terms (no CPD included):
    - **£134 per NQT**
  
- Add to your basket and check the item out.