

Qualified Teacher Status: Assessment Only

Dear Headteacher,

The bearer of this letter is a teacher in your school who is applying to London Metropolitan University for [Qualified Teacher Status: Assessment Only](#)

The applicant will need to demonstrate that they meet the standards for QTS over an extended period in school. This will be for two consecutive half term periods (**either** from October to February **or** from February to June).

The school will need to designate an experienced teacher as the applicant's mentor for this period. The mentor will be responsible for all formative and summative assessment of the applicant.

The quality of the mentoring and mentor judgments will be moderated by a London Metropolitan University Initial Teacher Education tutor who will:

- a. ensure that the mentor has achieved Stage 1 mentor training or monitor this process (we have a mentor training pack available) within the first 4 weeks of the assessment period.
- b. attend an induction meeting at the school with the mentor and applicant to discuss documentation and assessment
- c. conduct a joint observation (mentor and tutor) of the applicant to moderate mentor judgments and feedback to the applicant
- d. check the quality of the evidence supplied by the applicant in a portfolio referenced by the standards booklet
- e. confirm or otherwise that the applicant should be recommended for QTS

Fee

The fee for this pathway is £3,000 payable as follows:

- If initial interview (no charge) is successful, £500 is payable before the pre-assessment tutorial with a university tutor.
- The balance of £2,500 is payable before the assessment period begins

If you support the applicant in applying for this pathway, please complete the form on the reverse of this letter, supply the signatures as required and return the form to the applicant to send with their application.

Yours sincerely,

Rob Fonseca

Head of Teacher Education

School of Social Professions

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Email: m.dominguez@londonmet.ac.uk

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Headteacher's confirmation

Please return to the applicant so they can upload to attach to their application.

I can confirm that

..... (Applicant's name)

is employed as a teacher at

..... (School name)

..... (School postcode)

I consider the applicant to be a suitable candidate for the 'Qualified Teacher Status: Assessment Only' pathway and to meet the criteria as specified on the DfE criteria and supporting advice for the AO route.

The following teacher will take on the role of mentor during the assessment period

..... (Mentor's name)

The fee of £3,000 will be paid by the school/by the applicant (*please delete as appropriate*)

..... (Headteacher's name)

..... (Headteacher's signature)

..... (Date)

..... (Chair of Governors' name)

..... (Chair of Governors' signature)

..... (Date)