

Information for Headteachers and Induction Tutors
ECT Assessment Dates and ECF Delivery Windows 2023 2024

ECT ASSESSMENT AND PROGRESS REVIEW DEADLINES: YEAR ONE AND YEAR TWO

TERM	FINAL ASSESSMENT YEAR TWO	FINAL ASSESSMENT YEAR ONE	PROGRESS REVIEWS YEAR ONE AND YEAR TWO
AUTUMN END: 22/12/23	Term Six Final Assessment Due: 01/12/23 Released and can be submitted from: 24/11/23	Term Three Final Assessment Due: 08/12/23 Released and can be submitted from: 01/12/23	Y1: Term One, Two and Y2: Term Four and Five Progress Reviews Due: 15/12/23 Released and can be submitted from: 08/12/23
SPRING END: 28/03/24	Term Six Final Assessment Due: 07/03/24 Released and can be submitted from: 29/02/24	Term Three Final Assessment Due: 14/03/24 Released and can be submitted from: 07/03/24	Y1: Term One, Two and Y2: Term Four and Five Progress Reviews Due: 21/03/24 Released and can be submitted from: 14/03/24
SUMMER END: 19/07/24	Term Six Final Assessment Due: 28/06/24 Released and can be submitted from: 21/06/24	Term Three Final Assessment Due: 05/07/24 Released and can be submitted from: 28/06/24	Y1: Term One, Two and Y2: Term Four and Five Progress Reviews Due: 12/07/24 Released and can be submitted from: 05/07/24

Please Note:

- As a GDPR measure, ECT Manager will time out, so to avoid losing any of your work we recommend, as good practice, writing a formal assessment or progress review on a Word document prior to uploading this to ECT Manager.
- Between the date the report is released and the due date, time must be allowed for completing the assessment or progress review and **adding the digital signatures of the ECT and Induction Tutor** for a progress review, and **the digital signature of the ECT, Induction Tutor, and Headteacher** for a term three or term six **final assessment**.
- The dates for reports being released are determined on the following basis: 28 days before the end of term for a Term Six final assessment; 21 days before the end of term for a Term Three formal assessment; and 14 days for all progress reviews.

ECF TRAINING DELIVERY WINDOWS 2023 2024

Please find below the delivery windows for ECF facilitated training sessions for ECTs. Once we have finalised clusters and dates, we will share this information with you for the whole academic year. We ask that you inform us immediately if your ECT(s) cannot attend any training sessions due to a scheduled event i.e., a parents' evening. In this instance, we will offer them an alternative date. If the ECT is absent from school on the day of the training, they will need to access the relevant recordings on UCL Extend.

	AUTUMN ONE	AUTUMN TWO	SPRING ONE	SPRING TWO	SUMMER ONE	SUMMER TWO
YEAR ONE	Weeks beginning: 18/09/23* 25/09/23*	Weeks beginning: 13/11/23 20/11/23 Time: 1.30-4.30pm	Weeks beginning: 22/01/24 29/01/24 Time: 1.30-4.30pm	Weeks beginning: 11/03/24 18/03/24 Time: 1.30-4.30pm	Weeks beginning: 22/04/24 29/04/24 Time: 1.30-4.30pm	Weeks beginning: 10/06/24 17/06/24 Time: 1.30-4.30pm
YEAR TWO	Weeks beginning: 18/09/23* 25/09/23*	Weeks beginning: 06/11/23 13/11/12 Time: 2-4pm	Weeks beginning: 15/01/24 22/01/24 Time: 2-4pm	Weeks beginning: 04/03/24 11/03/24 Time: 2-4pm	Weeks beginning: N/A	Weeks beginning: 24/06/24 or 01/07/24 Practice Exchange and Celebration Event TBC

Please note:

*EMTSH will be delivering centralised conferences and training during these windows for ECTs and mentors. All ECTs and mentors must attend one of these conferences as this will cover the first part of their training for ECTs and a substantial part of the training for mentors with a touchpoint to be confirmed later in the academic year. Follow the link [here](#) to book!

Non-standard ECTs (those who started in April 2022, January 2023, April 2023 or will start in January 2024 or April 2024) will follow a different training pattern as shown on the next page. They do not need to attend the centralised conferences and will receive separate communication about their training dates.

EMTSH UCL Early Career Framework Module Summary

ECTs can start their statutory induction and engagement with the ECF programme from September (standard starter), January (non-standard starter) or April (non-standard starter).

ECTs will **always start the ECF programme from Module One** and work their way through to Module Nine. However, the materials on UCL are organised for standard ECTs. Therefore, when they access the UCL Extend platform, the non-standard ECTs who start in January or April, will need to ignore the term names and focus on following each module week by week as shown below.

ECT Start	Aut1	Aut2	Spr1	Spr1	Sum1	Sum2	Aut1	Aut2	Spr1	Spr2	Sum1	Sum2	Aut1	Aut2	Spr1	Spr2
September	M1	M2	M3	M3	M4	M5	M6	M7	M8(i)	M8(ii)	M8(iii)	M9				
January			M1	M2	M3	M3	M4	M5	M6	M7	M8(i)	M8(ii)	M8(iii)	M9		
April					M1	M2	M3	M3	M4	M5	M6	M7	M8(i)	M8(ii)	M8(iii)	M9

Year One: Modules One to Five

Year Two: Modules Six to Nine