



Department
for Education



Teaching
Agency

Teaching Agency

Framework Document

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Ministerial Foreword



I am pleased to introduce this first Framework Document for the new Teaching Agency.

The Teaching Agency will perform a crucial role by ensuring the recruitment, supply, initial training and development of teachers. It will also have important responsibilities for early years staff; special educational needs co-ordinators; educational psychologists and examination officers in the maintained sector; and regulation of the conduct of teachers in all schools, relevant youth accommodation and children's homes in England.

The creation of the Teaching Agency as an executive agency within the Department for Education makes responsibilities clearer and lines of accountability more transparent. It also provides opportunities for functions to be delivered more efficiently, ensuring that the maximum level of resources can be directed towards the education of our children and young people.

I look forward to working closely with the Chief Executive and staff of the Teaching Agency and wish them every success in their work.

A handwritten signature in black ink, appearing to read "Nick Gibb".

Nick Gibb

Minister of State for Schools

April 2012

Introduction

1. The Teaching Agency ('the Agency') is an executive agency of the Department for Education ('the Department'), created in April 2012, with responsibility for the supply, quality and regulation of the education workforce.
2. The Agency will be mainly based in Manchester and Coventry initially, although staff may work from any DfE site. The staffing complement on 1 April 2012 will be approximately 280.
3. This Framework Document sets out arrangements for the governance, accountability, financing, staffing and operation of the Teaching Agency, agreed between the Secretary of State, the Director General of Education Standards Directorate and the interim Chief Executive of the Teaching Agency and approved by the Her Majesty's Treasury (HMT).
4. This Framework Document and the operation of the Agency will be reviewed under arrangements agreed between the Secretary of State and the Chief Executive after one year, in March/April 2013 (but may be reviewed at any time if they so wish). The period of the next review will be agreed then and will not exceed three years, in line with Cabinet Office guidance.
5. Any amendments to this Framework Document must be agreed by the Secretary of State and the Chief Executive, and by HMT. Any departure from the provision of this Framework Document must be agreed in writing on a case-by-case basis between the Secretary of State, or delegate, and Chief Executive, and an HMT Minister if appropriate.
6. Any questions concerning the interpretation of this Framework Document will be resolved, if possible, by agreement between the Chief Executive and the Director General with responsibility for the Agency and, in default of agreement, will be referred for decision to the Secretary of State.
7. Copies of this Framework Document will be published on the Department's website and placed in the libraries of both Houses of Parliament.

Aims and Objectives

8. The Department has five medium-term strategic aims, which are mutually reinforcing:
 - i. raising standards of educational achievement;
 - ii. closing the achievement gap between rich and poor;
 - iii. reforming the schools system;
 - iv. supporting all children and young people, particularly the disadvantaged;
 - v. improving the effectiveness and efficiency of the Department.
9. In supporting these, the Agency will have three key areas of delivery:
 - supply and, with others, retention of the relevant workforce;
 - the quality of that workforce; and
 - regulation of teacher conduct.
10. The Agency will publish a business plan setting out its annual and longer-term strategic objectives as agreed with the Secretary of State at the start of each financial year.

Roles, responsibilities and governance

11. The Chief Executive is accountable to the Secretary of State for the performance, leadership and day to day management of the Teaching Agency. Ordinarily, the Director General Education Standards Directorate (ESD) will perform an oversight role on behalf of the Secretary of State, but the Chief Executive and Secretary of State will also meet regularly to discuss matters of concern with one another directly as necessary. Specifically, the Chief Executive and Secretary of State will meet at least annually to discuss and review the Agency's performance. The Chief Executive will also meet regularly with the Minister of State for Schools and will engage with other responsible Ministers as appropriate (eg on the Early Years portfolio). Responsibility for policy relating to teachers (including teacher regulation), exam officers and support staff rests with the Director General for Education Standards; and with the Director General for Children, Young People and Families for the early years sector, educational psychologists and SENCOs.
12. The Secretary of State is accountable to Parliament on all matters concerning the Agency, and accordingly retains the right to intervene in the operations of the Agency if public or parliamentary concerns justify it.

Role of the Permanent Secretary (Principal Accounting Officer)

13. The Permanent Secretary's responsibilities as Principal Accounting Officer include:
 - i. ensuring that the Department, including the Agency, uses its resources efficiently, economically and effectively;
 - ii. ensuring the Agency conforms to Departmental and Government policy;
 - iii. being satisfied that the Agency (as with the Department as a whole) has adequate financial management systems and procedures in line with Government standards, operates with propriety and regularity, and is using its funds for the purposes intended by Parliament.
14. The Permanent Secretary will appoint the Chief Executive as Accounting Officer of the Agency.

Role of the Director General, Education Standards Directorate

15. The Secretary of State has asked the Director General, Education Standards Directorate to take responsibility for oversight of the Teaching Agency and to line manage the Chief Executive. In doing so, the Director General will support the work of the Agency by:
 - i. setting the budget and agreeing the long-term and annual performance objectives (as set out in the annual business plan), strategic performance and management framework, and impact indicators for the Agency before submitting these for agreement by the Secretary of State;
 - ii. monitoring and challenging the Agency's performance against these objectives (including financial performance, risk management and forward planning);
 - iii. advising Ministers, the Permanent Secretary and the Chief Executive on the Agency's performance;
 - iv. ensuring the Agency has the overall delegations and authorities it needs for effective delivery and continuous improvement;
 - v. ensuring that the Agency is engaged in Departmental policy developments that affect it and consulted in a timely way on Government-wide policy developments.

Chief Executive

16. The appointment of the Chief Executive is overseen by the Office of the Civil Service Commissioners with the process chaired by a Commissioner and the

appointment made on merit.¹ The Chief Executive's remuneration will be agreed in accordance with the performance and reward arrangements for members of the Department's Senior Civil Service. The Permanent Secretary, as Principal Accounting Officer, will designate the Chief Executive as Accounting Officer for the Agency. The Chief Executive will be accountable to the Secretary of State, the Principal Accounting Officer and Parliament for their responsibilities, which are set out in an appointment letter. The Chief Executive is responsible for ensuring that the requirements of HM Treasury and Cabinet Office guidance are met.

17. The Chief Executive's responsibilities include:
 - i. advising on and effectively implementing the strategic policy set by Ministers;
 - ii. preparing the Teaching Agency's annual business plan;
 - iii. efficient and cost-effective management of the Teaching Agency so as to ensure it achieves its objectives and targets within the financial parameters set out in the Delegation letter issued annually and supported by Departmental and HMT guidance;
 - iv. effective leadership and management of the staff of the Teaching Agency;
 - v. ensuring robust financial planning and a full understanding of the costs of the Agency's activities;
 - vi. reporting regularly to the Permanent Secretary via the Director General on Agency delivery performance, finance, risk management and forward planning;
 - vii. informing senior officials or Ministers of any issues which appear novel, contentious or repercussive, or which could give rise to substantial media, public, Parliamentary or Ministerial concern; and
 - viii. ensuring that Teaching Agency and any providers it commissions comply fully with all relevant legislative and corporate governance arrangements.

Governance

The Teaching Agency's Senior Management Team

18. The Agency will have a Senior Management Team (SMT) chaired by the Chief Executive.
19. The SMT will be responsible for overseeing the delivery of the Agency's programme of work and managing risks and issues.

Department for Education Boards

20. The Department's Board provides strategic and operational leadership for the

¹ Subject to change by the Office of the Civil Service Commissioners.

Department, with a major emphasis on monitoring progress against the Departmental Business Plan. All Ministers sit on this Board, along with the Permanent Secretary, the Directors General and four Non-Executive Directors.

21. The Executive Management Board (EMB) assists the Principal Accounting Officer (Permanent Secretary) in the discharge of his duties and ensures the efficient and effective management of the Department. At its monthly meetings, which consist of the Permanent Secretary, Directors General and Director of Finance the EMB monitors use of financial and human resource, risk management, and progress on outputs, outcomes and performance.
22. The Agency's work will feature in the Director General's regular reporting to both Boards as part of their work portfolio. The Chief Executive may be asked to attend either Board to answer questions about the Agency's work.

Education Single Programme

23. The Department manages delivery of its education strategy through the Education Single Programme. The monthly Education Programme Board (EPB), which is chaired by the Director General for Education Standards and the Director General for Infrastructure and Funding, is responsible for successful management and delivery of the overall Programme and management of programme-level issues and escalated risks. The EPB periodically reviews components of the Programme to monitor and manage dependencies, horizon scanning, possible pinch points and programme long-term and short-term affordability, as well as to refresh the Programme Delivery Plan.
24. The Agency falls within the scope of the Teaching and Pupil Achievement Board which is one of five Programme Boards that reports to the EPB. The Agency will report to sub-programmes of the Teaching and Pupil Achievement Board regularly on performance, risk management and forward planning to allow the Board to fulfil its functions and to report and escalate issues to the EPB.

Children, Young People and Families Programme

25. Those aspects of the Agency's work related to the early years, SENCOs and educational psychologists fall within the scope of the Department's Children, Young People and Families (CYPF) Programme chaired by the Director General, CYPF Directorate. Programme arrangements will ensure that information is shared appropriately with the CYPF Programme and where necessary this is attended by a representative of the Teaching Agency.

Strategic Performance Reviews

26. The Director General (Educational Standards) will hold strategic performance reviews with the Chief Executive, the relevant Non-Executive Director and the appointed external expert. The DG and CE will decide who else will attend. These reviews will constitute part of the Department's governance structure for managing the Agency. They will be held at least quarterly and will allow the Chief Executive to present the work of the Agency (for example, delivery performance, expenditure, risk management and forward planning) in the round, and allow the

Director General, Non-Executive Director and the external expert with responsibility for the Agency to scrutinise and challenge that work in some depth.

Delivery Assurance, Risk and Audit Committee

27. The Agency will report to and be scrutinised by the Department's Delivery Assurance, Risk and Audit Committee (DARAC). DARAC is a sub-committee of the Department's Board which provides scrutiny and challenge of key delivery programmes and risk areas within the Department. DARAC will make recommendations to the Principal Accounting Officer and the Board on the Agency's risk management.

Relationships within the Department and with other bodies

28. The Agency will work with Departmental policy teams and other Agencies to advise on and effectively implement the strategic policy set by Ministers. The Agency will also work collaboratively with other bodies, including other government departments that have an interest in its work.

Accountability to Parliament

Parliamentary committees

29. The Chief Executive and the Permanent Secretary may be asked to appear before the Public Accounts Committee concerning their respective Accounting Officer responsibilities.
30. The Chief Executive may be asked to represent the Secretary of State at hearings of Parliamentary Committees when operational matters concerning the Agency are discussed.

Parliamentary Commissioner for Administration

31. The Teaching Agency is subject to the jurisdiction of the Parliamentary Commissioner for Administration (PCA). Cases may be referred to the PCA by an MP once the Department's complaints procedure has been exhausted.²
32. The Permanent Secretary is the Principal Officer of the Department for Education for the purposes of PCA referrals but delegates the responsibility for handling any matters concerning the Teaching Agency to the Chief Executive through this Framework Document.

Parliamentary Questions and Parliamentary correspondence

33. The Chief Executive, or nominated representative, will advise Ministers on Parliamentary Questions and Parliamentary Correspondence addressed to Ministers as required on all Teaching Agency matters. The Agency and policy teams will work closely on responses to Parliamentary Questions and Correspondence on delivery and policy, respectively, according to operational

² This may be found on the Department's website at <http://www.education.gov.uk/aboutdfe/complaintsprocedure>

processes to be agreed. The Secretary of State may ask the Chief Executive to reply direct to correspondence and written PQs that concern issues delegated to the Chief Executive.

Fulfilling the Accounting Officer role

34. As Accounting Officer, the Chief Executive is personally responsible and accountable to Parliament for propriety and regularity, value for money, efficient and effective use of available resources and the organisation and management of the Agency according to the general accounting rules described in paragraph 37.
35. The Agency's Accounting Officer is required to provide assurance that the Agency's funds are used for the purposes intended by Parliament, are properly accounted for, and that the Agency has in place an effective and appropriate system of internal control. That assurance will be provided through the Agency's Statement on Internal Control which must be signed annually by the Accounting Officer.

External Support and Challenge

36. Beyond these governance structures, the Secretary of State has decided to put in place the following external arrangements to advise, support and challenge the CEO and support good stakeholder relationships:
 - i. An Advisory Group. The primary purpose of the group will be to provide the Chief Executive with sound advice and appropriate challenge on the effectiveness of the Agency's policy delivery and its impact 'on the ground'. This is a consultative group to test ideas and offer feedback. It has no decision making powers and is not part of the performance management of the Agency. The group will be reviewed within two years of its creation.
 - ii. One of the Department's Non-Executive Directors will have oversight of the Agency for at least the Agency's first year of operation (April 2012 – April 2013); and
 - iii. An external expert with relevant private sector experience, who is independent from any commercial conflict, will provide support and challenge to both the Chief Executive and the Director General, ESD on an ongoing basis. The skills specification for this expert will be agreed between the Director General and the Chief Executive, and the appointment will be approved by the Department's Nominations and Governance Committee (a sub-committee of the Department's Board).

Financial Management and Reporting

General Accounting Rules

37. The Agency is subject to public expenditure controls as well as the rules and policies laid down by the Department and by HMT in Managing Public Money, Consolidated Budgeting Guidance, Financial Reporting Manual and other accounting instructions that are issued from time to time.

Funding Allocation

38. The Secretary of State agrees the budget and resource allocation for the Agency on the advice of the Director General as part of the Departmental Annual Business Planning or Spending Review process.

Delegations

39. Responsibility for all financial matters relating to the Agency's functions as listed in Annex A will be delegated to the Chief Executive (as Agency Accounting Officer) in a formal delegation letter. The Agency will operate within the limits confirmed in the letter, which will be reviewed at least annually.
40. The Chief Executive is accountable to the Principal Accounting Officer and to Parliament for expenditure incurred within the Agency in delivering its services and any income it receives. The Chief Executive has the right to approve all items of expenditure and use of receipts, write off losses and make special payments which are within the provision of and limits specified by the delegation letter and this Framework Document, and are consistent with the Agency strategic and business plans. This delegation is subject to the financial delegations, controls and approval processes set by the Department, HMT and the Cabinet Office.

Financial Management and Reporting

41. Monthly Financial Management reports will be provided as part of shared services provision. The Chief Executive will approve the report for submission to the Department's Executive Management Board.
42. The Chief Executive is responsible for raising concerns should the Agency's management information and accounting systems not allow for detailed and effective control over its use of resources. The Department's Corporate Finance and Commercial Director will work with the Agency to ensure the Agency can comply with its financial responsibilities.

Annual Report and Accounts

43. As part of shared services provision, the Department's Finance team will prepare the Annual Report and Accounts in accordance with the guidance and accounting policy set out by the Cabinet Office and HM Treasury. The Chief Executive, as Accounting Officer, is responsible for signing the Agency's Annual Report and Accounts and the Statement on Internal Control and passing them to the Comptroller and Auditor General for external audit.
44. DARAC will provide independent advice and challenge of the Accounts.
45. The Annual Report and Accounts will be prepared and audited according to an agreed timeline and submitted to the Secretary of State following endorsement by the Permanent Secretary and the Director General. The Accounts will form part of the consolidated Whole of Government Accounts return for the Departmental

group. The Secretary of State will lay the Annual Report and Accounts in Parliament.

Audit and Assurance

Internal Audit

46. The Agency will receive internal audit and assurance services from the Department's Internal Audit Unit which will provide independent and objective assurance to the Accounting Officer on the adequacy and effectiveness of the Agency framework of governance, risk management and control, by measuring and evaluating its effectiveness in achieving its agreed objectives. This will be timed to support the Accounting Officer's annual Statement of Internal Control.
47. The Agency will be included in any cross-Department compliance and themed audits where relevant, and in any audits based on the resource management (RM) system. Additional advice and guidance consultancy services are also available.
48. Work will be carried out in accordance with the Government Internal Audit Standards, the Institute of Internal Auditors Code of Ethics and relevant legislation.

External Audit

49. The Comptroller and Auditor General will, in line with an audit timetable agreed with the Department:
 - i. conduct a financial audit of the Agency's accounts;
 - ii. examine their regularity and propriety of transactions;
 - iii. give an opinion on the accounts and transactions to Parliament; and may
 - iv. carry out investigations into the value for money of Agency spending.
50. The Comptroller and Auditor General will have access to any books and records of the Agency in order to follow up any concerns over matters of regularity and propriety, and to carry out examinations into economy, efficiency and effectiveness with which the Agency has used its resources in discharging its functions.

Risk Management

51. The Teaching Agency will develop and maintain a risk management process that is consistent with the Department's risk management policy and principles of good risk management. The Agency and the rest of the Department will share risk information with each other and notify each other of risks that need or may need action by the other party as necessary as part of its ongoing joint working.
52. The Agency's risk management will be scrutinised by DARAC. The Department's Internal Audit Unit (IAU) will provide secretariat support to the Agency's Audit

Committee. The individuals on the Committee will be fees-paid appointees and will comply with the departmental appointment process, standard pay rates, terms and conditions.

Teaching Agency Staff

53. All staff working in the Teaching Agency are civil servants employed by the Department for Education on Departmental terms and conditions of service (subject to harmonisation). As such, posts in central Department functions and the Department's Executive Agencies are open to all Departmental staff. In the case of recruitment to the senior civil service, the Agency should observe the requirements and processes imposed by the Civil Service Commissioners
54. The Agency will follow Civil Service and Departmental human resources policy and guidance.

Shared Services

55. A number of corporate functions will be provided as a shared service across the Department reflecting the Department for Education operating model. The quality of service provision will be reviewed at regular intervals and any issues discussed between the Chief Executive and the Director responsible for the relevant shared service.

Human Resources

56. The Department's HR Group will be responsible for the delivery of HR services to the Agency, including the provision of advice and guidance on matters such as training and development, performance management, case work and recruitment/brokerage advice. In addition, the Agency will be able to call on the services of Education Standards Directorate's dedicated HR Business Partner for advice at a strategic level.
57. On behalf of the Agency, the Department's HR Group will also manage those elements of the HR service which are provided by third parties. This includes, for instance, payroll (provided by the Department of Work and Pensions) and administration of pensions (provided by the Cabinet Office), occupational health and childcare funding.

Estates and Facilities Management

58. The Department's Property Asset Management Unit (PAMU) will deliver Estates and Facilities Management services to the Agency and will also manage those elements of the facilities management service which are provided by third parties.
59. Services provided will include health and safety management, cleaning, security, helpdesk, building maintenance, reprographics, mail delivery and distribution, catering services where appropriate and the disaster recovery component of business continuity planning. The Agency will adopt the Department's Flexible Workspace policy.

60. PAMU will seek to run and maintain buildings to high environmental standards with environmental management programmes in place and sustainability being a key component of the building maintenance and operation regime.

Communications

61. The Department's Communications Group will provide communications activity and services including media handling, digital, web and social media communications, strategy and insight, publishing, and correspondence and call handling for public enquiries.
62. Communications for the Agency will be planned and co-ordinated in line with Agency and Departmental priorities set out in their respective business plans. A Communications Adviser will represent the Agency's interests, liaising between the Chief Executive, management and operational teams and the Communications Group, to plan and execute the Agency's corporate and strategic communications and ensure fair access to the communications shared service.
63. The Agency will be responsible for the management and delivery of operational communications which are required to carry out its core business.

Finance and Procurement

64. The Department's Finance & Commercial Group (FCG) will provide professional finance and commercial services, including provision of heads of profession for finance and procurement, to ensure that the Agency has the commercial skills and capability that it needs. FCG will set finance and commercial policy and standards for the Department as a whole, including the Agency.
65. Financial management support for the Agency will include production of the Agency's statutory annual report and resource accounts, Board Reporting, financial accounting, management accounting and budget loading. FCG will consolidate the Agency's annual report and accounts into the Department's Whole of Government Accounts return.
66. FCG will provide procurement policy and procurement advice to the Agency as well as procurement support for the Agency's Major Procurements. In addition FCG will ensure that the Agency has access to deals for common goods and services either from the Department's own deals or by providing access to the Government Procurement Service deals and, where necessary, FCG will put in place bespoke deals for the Agency.
67. FCG will provide advice on governance, propriety & regularity, and wider data and information solutions and processes.
68. All processing of finance and commercial transactions will be provided by the DWP Oracle RM system. As part of the Department, the Agency will be covered by the Department's assurance processes with DWP shared services.

69. The Department's Business Insight and Reporting team will interrogate the resource management system and provide routine workforce reports and analysis covering the Agency.

Legal Services

70. The Legal Adviser's Office (LAO) will provide the Agency with flexible, timely and high quality legal services to enable it to operate effectively within the law, achieve best legal outcomes and minimise legal risk. These services involve legal advice on operational issues, enhancing the legal awareness of staff and supporting the procurement, management and quality assurance of external legal services.
71. The Legal Adviser's Office and the Agency will work in partnership to maximise the value for money of legal services. Service provision is specified in a Memorandum of Understanding between the LAO and the Department.
72. The Teaching Agency will be responsible for providing, or managing the provision of, all legal services pertaining to teacher regulation.

Information, Communication and Technology Services

73. All IT services will be provided under categories ranging from core services to bespoke services developed in conjunction with the Agency. Agency staff will receive the same level of service as other Departmental staff.
74. The Chief Information Officer's Group (CIO Group) will work with the Agency to agree the arrangements for service delivery and supplier relationships. CIO group will appoint a Teaching Agency Business Partner to manage and oversee these arrangements.

Internal Audit and Assurance

75. The internal audit service will be provided by the Department as described previously as part of the shared service programme. In providing this service the Internal Audit Unit will have unrestricted access to the Teaching Agency staff, documents and records. It will be the responsibility of the Chief Executive, as the Agency's Accounting Officer, to agree the audit programme for the Agency with the Head of Internal Audit.

Annex - The Role of the Teaching Agency

The Teaching Agency will be a new executive agency of the Department for Education, operational from April 2012. It will ensure the supply of high quality teachers and teacher training. The Agency will deliver Government policy relating to teachers and instructors; examination officers; early education and childcare workers; classroom-based school support staff and Special Educational Needs Co-ordinators (SENCOs); and will support the recruitment and development of Educational Psychologists.

The Agency will be responsible for three key areas of delivery:

- supply and, with others, retention of the relevant workforce;
- the quality of the workforce; and
- regulation of teacher conduct.

The Agency will also fulfill sector body responsibilities with regard to staff who support teaching and learning.

The Agency will take on key functions currently carried out by the Training and Development Agency for Schools (TDA), General Teaching Council for England (GTCE), Children's Workforce Development Council (CWDC) and the Qualifications and Curriculum Development Agency (QCDA).

Supply and retention of the workforce

The Agency will ensure that there is a sufficient supply of qualified teachers, early years workers, SENCOs and educational psychologists; and that there are enough trained examination officers to meet the needs of the system. It will also have a role in supporting the Government's drive for a more highly qualified early years workforce. In support of this role, its activities will include recruitment to training and ensuring that relevant training provision is in place.

Recruitment to training

The Agency will:

- maximise recruitment opportunities by drawing from a range of appropriate potential recruitment groups;
- in line with Government policy, continue to market the opportunities and attractions of teaching and other relevant careers, as appropriate;
- ensure provision of a high quality application and information service to trainees before they enter initial teacher training (ITT), Early Years Professional Status (EYPS) and other professional training programmes;
- ensure sufficient trainees of suitable calibre enter ITT and early years programmes such as EYPS.

Ensuring relevant training provision is in place.

The Agency will also:

- match good quality training provision and the supply of the workforce to Ministers' priorities and the specific needs of the sectors – for example to remedy shortages in teachers of specific subjects and in certain regions;
- facilitate the supply of a qualified workforce by ensuring suitable infrastructure and systems are in place for providers of ITT, EYPS and other (professional) training, including funding systems;
- arrange payment of any financial incentives that might be offered to new recruits;
- develop and maintain the system of ITT through effective market management; and effective allocation of places and related funding for the initial training of school teachers;
- work with the National College to establish a national network of Teaching Schools; and work with foundation years settings to extend the concept there;
- oversee the development of teaching schools to support more school based ITT and CPD activities;
- develop and maintain the system of EYPS through effective market management; and effective allocation of places and related funding for providers of EYPS;
- maintain viable entry training arrangements for those wishing to become educational psychologists.

The Quality of the Workforce

The Agency will ensure that those entering the system – teachers and the early years workforce as well as SENCOs and educational psychologists – are of sufficient quality to meet the needs of the sector. It will also ensure that the training with which they, and examination officers, are provided is of high quality and is responsive to the changing educational landscape and Ministers' priorities.

Standards and qualifications for entry to the workforce

The new Agency will:

- maintain and review the Standards for the teaching profession and Early Years Professionals (EYPs);
- ensure effective alignment of standards and qualifications for the wider school workforce;
- promote the use of the Standards at all levels in professional development, performance management and in procedures for underperforming teachers.

Qualified Teacher status

It will also:

- assure the quality of all routes to Qualified Teacher Status (QTS), ensuring that they are designed so that Newly Qualified Teachers (NQTs) achieve professional standards at a high level and that ITT continues to develop to meet the changing needs of schools;

- ensure that all awarded QTS have strong subject, curriculum and pedagogical knowledge;
- award QTS to those who successfully complete ITT and demonstrate that they meet the QTS standards;
- provide advice to the sector on qualifications that are equivalent to QTS, including providing European Economic Area (EEA) mutual recognition;
- provide a database of teachers who have been awarded QTS that enables employers to check who has QTS.

Teacher Induction

The Agency will:

- issue induction certificates to teachers who have successfully completed induction;
- consider any appeals from teachers against local decisions that they have failed induction;
- provide a database of teachers who have passed induction that enables employers to check who has passed induction.

The Early Years Education and Childcare sector

The Teaching Agency will support the recruitment and retention of the early education and childcare workforce, aiming to increase the quality of that workforce.

In practice that currently includes:

- working with others to promote graduate leadership in the early education and childcare sector, to increase the number of Early Years Professionals employed and deployed in full day care and other settings;
- managing the New Leaders in Early Years programme, and its evaluation;
- producing and maintaining accurate information on the early education and childcare workforce, including research.

The Teaching Agency will:

- support settings to take responsibility for the development of their own workforce; and
- take on the responsibility for consulting on standards and qualifications, informing apprenticeships and maintaining labour market intelligence for the early education and childcare workforce.

Training Provision

In terms of training provision, the Agency will:

- challenge and support ITT providers to improve students' key teaching skills, including: teaching early reading using systematic phonics; communication and language development; mathematics; and managing behaviour and discipline; as well as meeting the needs of pupils with special educational needs and those with English as an additional language (EAL). Evaluate the performance of ITT providers in achieving this;

- ensure that examination officers are appropriately inducted, trained, and supported to meet the needs of schools and colleges;
- ensure that quality assurance mechanisms are in place for the EYPS programmes;
- challenge and support EYPS providers to improve students' key teaching skills;
- ensure that provision is in place to deliver the national award for SEN coordination to SENCOs in the maintained sector;
- ensure that provision is available for teachers undertaking specialist roles identified in the SEN Green Paper, including specialist teachers for BESD, ASD, Dyslexia, and speech language and communications difficulties; and
- ensure that there is sufficient provision for the mandatory qualification for teachers of the sensory impaired.

Educational Psychologists

The Teaching Agency will be responsible for managing a training programme for those entering the educational psychology profession, by implementing arrangements for the initial training of educational psychologists and ensuring that those in the existing scheme successfully complete their training.

Scholarships for serving Teachers

The new Agency will administer a competitive scholarship scheme for serving teachers to develop and deepen their subject knowledge.

Teacher Regulation

The Agency will support the quality and status of the teaching profession by ensuring that in cases of serious professional misconduct, teachers can be barred from teaching. The regulatory function will now include all teachers and instructors in all maintained schools, non-maintained special schools, academies and free schools, sixth form colleges, independent schools and relevant youth accommodation and children's homes in England.

To this end, the Agency will:

- investigate and hear cases of serious professional teacher misconduct and where appropriate, bar teachers from teaching;
- organise Professional Conduct Panels to hear cases; and
- administer and manage the list of prohibited teachers.

As part of its investigation of cases the Agency will:

- screen and sift all cases referred to the Secretary of State to determine whether the case should be formally investigated;
- conduct formal investigations to consider whether a case should be referred to a Professional Conduct Panel;
- compile and evaluate evidence, seeking expert advice (legal, medical etc) as appropriate;
- consider where it may be appropriate to put interim prohibition orders in place; and
- liaise and share information as appropriate with devolved administration GTCs, the police, other regulators and the Independent Safeguarding Authority.

As part of its organisation of Professional Conduct Panels the Agency will:

- carry out all of the administrative work in establishing and supporting Professional Conduct Panels;
- conduct hearings, using publicly appointed teachers and independent members of the public to consider cases of unacceptable professional misconduct or conduct that brings the profession into disrepute;
- consider whether a teacher should be placed on the prohibited list; and
- organise and consider cases of whether a prohibition order should be set aside.

In relation to its administration of the list of prohibited teachers, the Agency will:

- ensure the list is accurate and up to date and that teachers have confirmed, wherever possible, the accuracy of their details on the list; and
- facilitate appropriate levels of access to the list to employers and members of the public.



Department for Education

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