

# **Educational Psychology Funded Training Scheme**

## **2012 Cohort**

## **Funding Contract**

## **1.0 Introduction to the Teaching Agency funded Educational Psychology training scheme**

- 1.1 The Teaching Agency is an executive agency of the Department for Education. It is responsible for ensuring the supply of high-quality teachers and teacher regulation. It also delivers policy for teachers and instructors; those working in Early Years; classroom-based school support staff; special educational needs co-ordinators (SENCOs); educational psychologists and examination officers.
- 1.2 Under the Teaching Agency funding training scheme you will receive a tax-free bursary in your first year of training. This will be paid in 12 equal monthly instalments from September 2012 to August 2013
- 1.3 The annual bursary is £14,400 for trainees attending a course centre outside London and £14,900 for trainees attending a course centre based in London.
- 1.4 Bursary payments will be paid directly into your bank account on 25<sup>th</sup> of each month or up to five working days earlier.
- 1.5 The Teaching Agency also pays the cost of your course centre fees for all three years of training (excluding any top up fees) directly to the training provider.
- 1.6 Work placement arrangements in years two and three of the course are managed directly by the training provider and you will receive a bursary or salary from your placement provider.

## **2.0 How your training is funded**

- 2.1 Course fees for the duration of the three year training programme and the year one bursary are fully funded by the Department for Education. As the funding for your course derives from public funds, it is important that you are fully committed to the training.
- 2.2 It is a condition of your participation in the funded training scheme that following completion of the course, you obtain and remain in employment as a qualified Educational Psychologist for at least two years. Your employment can be in any sector and completed on a full or part-time basis, providing that the total period worked equates to two years in total (24 months).

## **3.0 Criminal convictions and health screening**

- 3.1 Your attention is drawn to the fact that in accordance with the exceptions to the Rehabilitation of Offenders Act 1974 you are obliged to disclose all convictions and cautions. It is the course centre's

responsibility to ensure that your details are submitted to the Criminal Records Bureau (CRB) and that the appropriate clearance is obtained.

- 3.2 If the CRB check is unsatisfactory, the training provider and/or the Teaching Agency have the right to withdraw the funded training place at any time. Pre-employment health checks may be required.

#### **4.0 Fitness to practice**

- 4.1 All trainees will be subject to the relevant training provider's Fitness to Practice policy. The Teaching Agency will take guidance from the training provider in the event that any trainee is deemed unfit to practice. Each case will be assessed on an individual basis.
- 4.2 The Teaching Agency reserves the right to withdraw funding in the event of psychiatric and/or occupational health assessments indicating that a trainee should not continue with the training. Any decision will be taken in consultation with the training provider and individual concerned.

#### **5.0 Short term absence from the course**

- 5.1 If you are absent from the course for any reason, you are required to take the following steps to ensure that all relevant parties are kept up to date:
- 5.1.1 Notify your course centre immediately.
  - 5.1.2 If you are on placement, you should also notify your placement provider immediately.
  - 5.1.3 Give an estimated or definite return date.
  - 5.1.4 If you are on placement (in years two and three of the training) you should also follow the procedures of your placement provider.

#### **6.0 Long term absence from the course (over three months, including sickness and maternity leave)**

- 6.1 During year one of the training, trainees are accountable solely to university regulations and policy and should follow the policy of the university in cases of long-term absence.
- 6.2 During years two and three of the training, trainees continue to be accountable to university regulations, whilst, in parallel, needing to work within the conditions of service of their work placement contracts. In cases where there is disparity or conflict over long-term absence

between university and placement provider requirements, attempts will be made by all parties to resolve such differences consensually.

- 6.3 All trainees are responsible for managing their own training commitments. Should a long term absence requiring a trainee to drop back an academic year become necessary, trainees should be aware that the Teaching Agency cannot guarantee that the course will still be running at the establishment when they return from the absence. Should this occur, any cases will be assessed on an individual basis by the training provider and the Teaching Agency.

## **7.0 Poor performance procedure**

- 7.1 Cases of poor performance will be managed according to the policies and procedures of the training provider.
- 7.2 If you are on placement you may also be subject to your placement provider's performance procedures. As with long-term absence, in cases where there is disparity or conflict over performance, attempts will be made by all parties to resolve such differences consensually.
- 7.3 If poor performance at any point in the scheme results in termination of training, the funding agreement with the Teaching Agency will also terminate.

## **8.0 Withdrawal from the scheme**

- 8.1 As the funding for your training place derives from public funds, it is important that you are fully committed to the training. The Teaching Agency reserves the right to seek repayment of some or all of the cost of your training place (year one bursary and course fees) if you leave part way through the course, or if you fail to seek and secure employment as an Educational Psychologist for at least two years after completing the course.
- 8.2 It is acknowledged that there may be some instances that are outside of your control, which could lead to withdrawal from the course or you being unable to secure employment upon obtaining the Doctorate degree. The Department for Education has agreed a set of circumstances in which funding repayment will not be pursued. These circumstances are outlined below.

### **8.3 Trainees currently in training:**

- 8.3.1 The trainee is unable to manage the academic requirements of the course and has exhausted all efforts to try and resolve academic issues with the Course Director (must be verified by the Course Director in writing).

- 8.3.2 Trainee sickness results in an inability to continue with the course (must be verified by Course Director in writing and GP note and/or fitness to practice procedure findings).
- 8.3.3 The trainee is unable to secure a year two or year three trainee post within a one hour travelling distance from their home (door to door). \*
- 8.3.4 The trainee is made redundant or bursary agreement is terminated by placement provider in year two or three of training.

#### **8.4 Qualified Educational Psychologists in the two year required work period after qualifying:**

- 8.4.1 The individual is unable to work due to sickness (must be verified by a GP note).
- 8.4.2 The individual is unable to secure a qualified Educational Psychologist post within a one hour travelling distance from their home (door to door) \*
- 8.4.3 The individual is made redundant from their post during the two year required work period after completing the course.

*\* This travelling distance is a guide and individuals are encouraged to travel a reasonable distance in order to complete their training and post-qualification employment.*

#### **9.0 Withdrawal from the scheme for other reasons**

- 9.1 If you leave the course or fail to secure employment during the two year work period for any other reason than described above (including if you are unable to consider posts within a one hour travelling distance from your home), the Teaching Agency will make a decision about funding repayment on a case by case basis according to individual circumstances.

#### **10. Contact with the Teaching Agency**

- 10.1 Trainees should be aware that it is their responsibility to keep the Teaching Agency informed of any changes to their circumstances or personal details i.e. change of name or address.
- 10.2 Any such changes should be reported to the Teaching Agency during the three years of the training and also during two year required work period after the course has been completed.
- 10.3 The Teaching Agency can be contacted at:  
[edpsychs.ta@education.gsi.gov.uk](mailto:edpsychs.ta@education.gsi.gov.uk)



**Teaching Agency funded Educational Psychology training scheme  
Funding Contract (2012 cohort)**

I, \_\_\_\_\_, confirm that I agree to the terms and conditions outlined in this funding contract. I understand that failure to adhere to the terms and conditions outlined in this funding contract may result in the Teaching Agency seeking repayment of the cost of my training, which may include some or all of the following:

**Year 1 Teaching Agency bursary**

£14,400 (non-London) or £14,900 (London).

**Course fees**

On average £29,000 for the three year duration of the course.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

**Please sign and return one copy of this agreement to the Teaching Agency at the address below by 13 July 2012.** Please retain a second copy for your records.

Educational Psychology Team  
The Teaching Agency  
C/o Department for Education  
53-55 Butts Road  
Earlsdon Park  
Coventry  
CV1 3BH



Teaching  
Agency

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