



[Home](#) > [Education, training and skills](#) > [School and academy funding](#) > [Initial Teacher Training funding](#)
> [Paid internship scheme for teaching](#)

Guidance

Paid internship scheme for teaching

From:

[National College for Teaching and Leadership](#)

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How to apply for funding to provide paid internships for teaching.

Contents

— [Overview](#)

— [Apply](#)

— [Who can apply](#)

— [What's involved](#)

— [Funding](#)

— [Contact](#)

Overview

Grants are available for school-led partnerships to design and provide paid internships for undergraduate students in their penultimate year at university. The aim is to increase the number of mathematics and physics teachers.

Schools are invited to apply for funding to provide opportunities in summer 2018 for science, technology, engineering and mathematics (STEM) undergraduates to experience mathematics or physics teaching before they commit to it as a career.

The funding is for this cohort only and future funds are dependent on the success of the scheme, including viability and sustainability.

Apply

Apply using the [application form](#) (MS Word Document, 83.9KB) .

An open document text version of the application form is also available, [application form \(odt format\)](#) (ODT, 69.8KB) .

The application round will close on Tuesday 16 January 2018 at 5pm.

Who can apply

Applications are invited from school-led partnerships, which could include a School Direct partnership or a partnership with an accredited school-centred initial teacher training provider (SCITT) or higher education institution (HEI).

If you are a small partnership and do not have the capacity to attract 10 STEM undergraduates to the programme, we suggest you contact other schools or partnerships in your area to see if they would be interested in being part of the partnership to submit a joint application.

Since schools will be the ultimate employers of the participants should they go on to teaching, accredited initial teacher training (ITT) providers can't submit applications. However, school partnerships may collaborate with an accredited ITT provider to develop and deliver the programmes. Applications must be submitted by the school leading the partnership.

Your partnership lead should submit the application as they will have overall responsibility for the budget. However, they should work in collaboration with the partner schools and ITT provider to develop the proposals.

What's involved

If your school-led partnership is successful in your application, you'll be expected to attend an introductory event with the National College for Teaching and Leadership (NCTL).

Your partnership should:

- aim to recruit at least 10 undergraduates to your programme
- lead on delivery and placing interns in schools
- develop and use links with local universities to enable you to access and recruit participants

The number of places you request for the programme should reflect a realistic assessment of your training capacity and recruitment audience. You should base your programme development on a minimum of 10 trainees in mathematics and physics combined, however if you assess that you can recruit more participants you should indicate this in your application.

It is expected the programme will take place at the end of undergraduates' penultimate year, and should last for 4 weeks.

The programme should offer interns the chance to gain a deep experience of teaching, and may include:

- a combination of teaching, running science projects, offering intensive support for children who are struggling, and helping with experiments and laboratory work
- structured training, shadowing and lesson observation, followed by a chance to jointly plan and deliver lessons
- one-to-one mentors who are good or outstanding classroom teachers in their specialism
- opportunities to network with qualified subject specialists

We expect the design of the programme to include measures to support and encourage interns to apply for teacher training. This might include:

- continued contact with their mentor
- support for the intern to make an application through UCAS or Teach First if appropriate and undertake their skills tests
- guarantee of an interview for any ITT places that they apply for at that partnership

All interns should register with [Get into Teaching](#) so they can receive additional support.

You will be required to share the learning from the programme with other schools, universities, and ITT providers.

Funding

For the minimum cohort size of 10 interns the grant funding would equate to £20,000. The funding is for £500 per week, per student. Of this £500 per week:

- £300 will be used to cover the intern's expenses
- £200 will go directly to the school to cover co-ordination costs and overheads

Funding will be paid through a [grant funding agreement](#) which will need to be agreed and signed by all successful bidders. The funding does not cover costs or expenses incurred in preparing your bid.

If you're successful in your application, you will commence the scheme in February 2018. The grant will be available until 31 August 2018.

As part of the Government's commitment to efficiency controls, you should be aware that there are restrictions on all paid-for communications, marketing and digital activities. Any items that fall within the [Cabinet Office's Efficiency Controls guidance](#) should be clearly outlined in the projected costs section of the request to deliver template. Although we do not expect this to be a significant portion of the grant, any spend in this area needs specific prior NCTL approval. The controls relating to communications and marketing activity include printing, publications, events and public relations (PR).

Although paid-for marketing activities are restricted under grant funding guidelines, our support and marketing resources are freely available to all lead schools. These include the [marketing resource bank](#) (which offers new ready-made and adaptable marketing materials such as posters, parent letters, flyers and outdoor banners), participation at train to teach events, and online seminars offering recruitment advice and guidance.

You should indicate in your application if any irrecoverable VAT is applicable, and if so, include VAT separately in all costings as the full grant is inclusive of VAT. All successful applicants will be required to submit a 'certificate of expenditure (which is outlined in annex G of the grant funding agreement) at the end of the grant cycle as assurance of expenditure.

Payments will be staged and subject to assurance that programmes are developed and recruitment is progressing to support viable programmes.

Funding will not be provided for participants interested in teaching other subjects, however you may wish to indicate in your application if you intend to offer internship placements in other subjects in the additional information section.

If your partnership is also in receipt of NCTL grant funding to develop other STEM programmes, we expect your application to consider where you can make efficiencies to achieve value for money.

You must submit progress reports, on the template provided as part of your grant agreement, in order to process payments.

You must also comply with all obligations and requests from us relating to participant data, including retention of evidence confirming identities. A standard data set of management information that we expect you to collect from applicants will be issued upon successful award of any grant funding.

Contact

Initial teacher training recruitment

Email

itt.recruitment@education.gov.uk

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National College for Teaching and Leadership

[Initial Teacher Training funding](#)

Grants, bursaries and scholarship rates, School Direct, Subject Knowledge Enhancement, how to apply.

[Funding: initial teacher training \(ITT\), academic year 2016 to 17](#)

[Funding: initial teacher training \(ITT\), academic year 2017 to 18](#)

[Funding: initial teacher training \(ITT\), academic year 2018 to 19](#)

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