

# Department for Education

## Appropriate body reforms

### Briefing Pack for ABs to share information with schools

## May 2024

Key message for schools: A reminder that from September 2024 Teaching School Hubs (TSHs) will become the main provider of appropriate body (AB) services (except for two specialist ABs for some independent and overseas schools).

This is an updated version of the information pack last issued in May 2023 and it is being recirculated to help ABs provide schools with the information they need about what is changing with local AB services and any choices school leaders and induction tutors may need to make about how they access AB services ahead of September 2024 to support the induction of ECTs.

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1. **Key contacts:** *[add name of TSH region/local area]*

<b><u>Appropriate body name</u></b>	<b><u>Contact name</u></b>	<b><u>Contact details</u></b>

#### **2. Reminder of changes to AB sector in September 2024**

- From September 2024 local authorities (LAs) will cease operating as ABs, with Teaching School Hubs (TSHs) becoming the main provider of AB services.

- Schools who access AB services through a LA will need to ensure that all ECTs are registered with an alternative AB by 1 September 2024.
- Schools who currently access AB services through an LA will need to ensure that any ECTs who do not complete their induction by September 2024 are transferred to a TSH AB by 1 September 2024 (or a specialist AB for independent/overseas schools if applicable). Schools are advised to make registration arrangements with their new AB at the earliest opportunity to ensure all ECTs have an AB in place in time for 1 September 2024.

### **3. Actions for schools**

There are two key actions for schools:

1. From 1 September 2024 register with a TSH AB for ALL ECT registrations<sup>1</sup>
2. If currently accessing AB services from an LA (or National Teacher Accreditation (NTA)), talk to the AB about what AB they can transition to from September 2024 or refer to the [list of ABs](#)<sup>2</sup> to see local TSH options for accessing AB services.

You should also be ready to give permission to share data on transferring ECTs if you are asked to do so, to ensure your current AB can share relevant information with the next AB to provide any transferring ECTs with a well-supported transition.

Where a school may receive a range of services and support from their LA alongside its AB role, schools may also want to clarify with their LA which services they will continue to receive from the LA as part of its wider role (such as in relation to HR, school improvement or wider training) and which core AB services will be provided by their new TSH AB.

### **4. Updates to regulations**

The statutory instrument updating which organisations can operate as appropriate bodies (ABs) came into force on 1 September 2023. The statutory instrument is available at: <https://www.legislation.gov.uk/ukxi/2023/448/contents/made>.

Following the Department for Education's [response to the 2022 consultation on AB services](#) the statutory induction guidance and AB guidance were updated in April 2023 to reflect these changes. Since then, the department has made further minor updates and clarifications to both guidance

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<sup>1</sup> unless you are an independent school registering ECTs with ISTIP or an overseas school registering ECTs with ESP

<sup>2</sup> [Find an appropriate body - GOV.UK \(www.gov.uk\)](#)

documents to support ABs and the schools and institutions they support. You can see further details in the 'what's new from April 2024' sections of both documents and in the Q&A below. These documents are available at: [Appropriate bodies guidance: induction and the early career framework - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/consultations/appropriate-bodies-guidance-induction-and-the-early-career-framework) and: [Induction for early career teachers \(England\) - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/consultations/induction-for-early-career-teachers-england).

## **5. Questions and Answers (Q&A)**

(Please note that references to 'schools' are intended to be read more broadly as all settings and institutions in which induction can be served.)

### **Q: What is changing when?**

**A:** From September 2024 Teaching School Hubs (TSHs) will become the main provider of AB services (except for specialist ABs for some independent and overseas schools). Local authorities (LAs) will cease operating as ABs<sup>3</sup> on 1 September 2024.

### **Q: What choices do I have about when to transfer ECTs?**

**A:** Schools who currently access AB services through a LA or National Teacher Accreditation (NTA) will need to ensure that before 1 September 2024 they register ALL ECTs with a TSH AB including ECTs who are currently registered with an LA AB but will not complete their induction before 1 September 2024.

### **Q: What if an ECT works on a part-time basis or requires an extension beyond 31 August 2024? Will the LA be able to complete their induction?**

**A:** No, any ECTs registered with an LA AB who have not yet completed induction by 31 August 2024 will be required to transfer to another AB.

### **Q: Do I have to use a TSH AB from September 2024? What if I can't or don't want to work with my local TSH?**

**A:** All ECTs must be registered with an AB before the start of induction. For the majority of schools (except for some independent schools and British

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<sup>3</sup> To note that the National Teacher Accreditation AB (NTA) will also be withdrawing from offering AB services on the same timeline as local authorities. NTA has already contacted schools currently accessing its AB services about this change.

Schools Overseas) AB services will only be available from TSHs from September 2024. As part of this reform, schools are encouraged to use the TSH that makes the most sense for their circumstances. For most schools we would expect this to be their local TSH or the TSH which provides their ECF-based induction programme. Larger trusts might choose the AB closest to the majority of their schools. Where a school's local TSH has a conflict of interest in delivering AB services to a specific ECT, schools will have flexibility to make alternative arrangements with another TSH.

**Q: Do schools have to use the same TSH as their provider-led ECF-based training delivery partner and to provide their AB services?**

**A:** No. Although we think many schools will choose to do this for efficiency, it is not a requirement for schools to use the same organisation to access both services. The roles of training provider and AB are separate, and schools can receive these services from different organisations if they wish to. For example, if a school is satisfied with their current training provider, they can still access AB services from a different TSH AB or vice versa.

**Q: Why do different ABs charge different fees? Will I have to pay more?**

**A:** Regulations only allow ABs to recover their costs in the fees they charge for AB services. It may be the case that some schools will not previously have been charged the full cost of providing these services as part of their AB fee, particularly where they may have accessed other services alongside or had funding arrangements with their LA. It is a matter for ABs to determine their fee structure according to their costs and operating models. We are clear that charges for AB services must not exceed the cost of supplying the service and should be agreed in advance with the school.

**Q: What if a local TSH doesn't have capacity to offer my school services?**

**A:** Every TSH now offers AB services to ensure that and TSHs have significantly grown their capacity where needed so that that every ECT can access TSH AB services from September 2024. LAs and TSHs have been working in partnership to ensure a smooth, managed transition of AB services for schools in their areas.

In the event that a TSH was not able to meet demand and offer services to all schools that approached them, they would be expected to support schools to find suitable alternative AB provision with a neighbouring AB.

**Q: What about independent schools? Which schools and types of institution can access AB services from a TSH?**

**A:** The Department is clear the default expectation is that TSH ABs should meet local demand for AB services in their area and accept all ECTs when approached regardless of the induction routes the ECTs are on or the type of school or institution they are from. TSH ABs should be prepared to offer services to all schools and settings that are eligible to offer statutory induction, including fee-paying independent schools.

If a TSH is unable to take on any new ECTs because of capacity challenges, then they should support the school who approached them to find an alternative provision with a neighbouring TSH as a temporary capacity backstop.

Some independent schools, if they are eligible, may choose to register instead with ISTIP for AB services but TSHs are also expected to ensure their AB services are also open to independent schools.

**Q: Do schools have to be signed up to a provider-led ECF-based training programme to receive AB services from a TSH?**

**A:** No. Since all ECTs must be registered with an AB before induction can commence, whether this is induction via the DfE-funded programme or any other route, it is vital they can access AB services. The Department is clear the default expectation is that TSH ABs should meet local demand for AB services in their area and accept all ECTs when approached regardless of the induction routes the ECTs are on or the type of school they are from. TSH ABs should be prepared to offer services (including ECF fidelity checking for non-funded ECF-based programmes) regardless of the type of ECF-based training a school chooses to deliver.

**Q: Why are TSHs best placed to do the AB role longer term?**

**A:** The Department is committed to improving the quality and consistency of AB services.

TSHs offer national coverage through their network of 87 TSHs areas, they play a significant role in in the delivery of DfE-funded ECF-based induction programmes, and each TSH is held accountable against key performance indicators through their formal agreements with the Department. This makes TSHs ideally placed to offer high-quality and consistent AB services.

**Q: How is the Department helping TSHs with capacity?**

**A:** The Department has worked with the Teaching School Hubs Council in providing training and peer support to help TSHs build their capacity and expertise. TSHs also submitted two rounds of local transition plans in partnership with LAs and neighbouring TSHs so the department could monitor their capacity and capability. We will continue to do this through further management information that will be submitted alongside their KPI's as part of their termly and annual delivery reporting to the department.

**Q: Where can I get more information?**

**A:** For information about your local AB services or moving to a new AB, please speak to your current AB in the first instance. All LA and TSHs have been tasked with working together on transition planning and should be able to provide coordinated information about what TSH AB options are available to schools in their area. You can also contact your local TSH directly. A list of ABs is available on this page: [Find an appropriate body - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/collections/find-an-appropriate-body)

Information about statutory induction can be found in the statutory induction guidance: [Induction for early career teachers \(England\) - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/guidance/induction-for-early-career-teachers) and guidance for appropriate bodies: [Appropriate bodies guidance: induction and the early career framework - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/guidance/appropriate-bodies)

**Q: How do I set up my school's Early Career Framework training programme with the DfE's digital service?**

**A:** To sign up to a provider-led programme for ECF-based training in their school, or sign up to access accredited materials, nominated induction tutors must set up their programme through [DfE's online Manage training for early career teachers service](https://www.gov.uk/government/digital-services/early-career-framework). Induction tutors need to have been nominated or sent sign in details to access this service.

For more information on DfE's online service and how to get an account, please visit this GOV.UK page: <https://manage-training-for-early-career-teachers.education.gov.uk/check-account>.