



Appeals Against Failure Policy

Author – Mrs G Theobald

Last review date – October 2019

Next review date – June 2023

Reviewed by – The Laurus Trust

Appeals against Failure policy

Aims and values

Altius Teacher Training is committed to ensuring that all Associate Teachers are treated fairly and with consideration. We recognise that we have a responsibility to ensure high and consistent standards in our role as a training provider. We recognise the right of the Associate Teacher to question judgements that have been made about their progress or ability to meet the Teachers' Standards for Qualified Teacher Status. We aim to ensure that our judgements are consistent and fair and benchmarked against other ITT providers.

This policy covers appeals against:

- Failure of the Classroom Practice
- To engage fully in training programme
- Failure to complete written tasks

Leadership and Management

Altius Teacher Training Strategic Board is responsible for:

- Appointing an Independent Appeals Panel
- Ensuring that the policy is working in practice
- Monitoring the success of the policy
- Identifying any failures of the policy
- Addressing and resolving any failure of the policy
- Benchmarking qualitative judgements against other providers

The Independent Appeals Panel is responsible for:

- Implementing appeal procedures
- Presenting evidence to the Assessment Board and Strategic Board

The Head of Programme is responsible for:

- Ensuring that the Associate Teachers are aware of the procedures
- Presenting evidence as required by the Independent Appeals Panel

The Independent Appeals Panel has a membership of three people:

- Chair of the Panel who will make the final recommendation to the Assessment Board and Strategic Board.
- A member of the Quality Assurance Board
- A Partnership School Head Teacher

Procedures

If an Associate Teacher fails classroom practice there is a right of appeal against the decision.

Failure of Classroom Practice

If an Associate Teacher is identified as having difficulty meeting the standards on Placement A, in the first instance the Cause for Concern procedures will be followed.

Before the next phase of the Classroom Practice begins, the Head of Programme will meet with the Associate Teacher and relevant staff to discuss how best to support the Associate Teacher. Should there still be concerns about the Associate Teacher's performance in the

classroom at the end of the autumn term, the Head of Programme will hold further discussions and decide on a course of action.

If, after all the options have been explored, the Associate Teacher is still not meeting the standards, the decision may be taken that the Associate Teacher has failed the Classroom Practice or, if there are extenuating circumstances, a deferral or an extension may be offered.

An Associate Teacher who wishes to make an appeal against failure of the Classroom Practice has the right to appeal to an Independent Appeals Panel appointed by the Strategic Board. All supporting documentation from the Associate Teacher, the placement school, the Programme Leadership Board and the relevant staff will be carefully considered by the Appeals Panel which will then decide whether or not to uphold the decision. The Associate Teacher will be informed of their decision in a Completion of Procedures letter.

Where an Associate Teacher makes a successful appeal against failed assessment within the Classroom Practice, the Associate Teacher will be required to re-sit the placement. The Independent Appeals Panel will make arrangements to observe the Associate Teacher at least twice during the re-sit period.

If the Associate Teacher's appeal is unsuccessful and they feel that the outcome of the Independent Appeals Panel is not satisfactory then the Associate Teacher has the right to complain to the Office of the Independent Adjudicator. The OIA **must receive** an Associate Teacher's Complaint Form **within twelve months** of the date of the Completion of Procedures Letter.

Appeals against disciplinary action

An Associate Teacher who wishes to appeal against disciplinary action taken must write to the Head of Programme. The Strategic Board will consider all the evidence and advise the Associate Teacher of the outcome in writing. If the Associate Teacher feels that the outcome of the Strategic Board's investigation is not satisfactory then the Associate Teacher has the right to request that the complaint be brought to an Independent Appeals Panel. The Independent Appeals Panel will consider all the evidence and advise the Associate Teacher of the outcome in a Completion of Procedures letter. If the Associate Teacher feels that the outcome is, again, not satisfactory, then the Associate Teacher has the right to complain to the Office of the Independent Adjudicator. The OIA **must receive** an Associate Teacher's Complaint Form **within twelve months** of the date of the Completion of Procedures Letter.

Monitoring

Altius Teacher Training Strategic Board will monitor the implementation of the policy by:

- Investigating Associate Teacher awareness of the policy
- Scrutinising the evidence presented to the Appeals Panel following an appeal
- Benchmarking the judgements made based upon the evidence against other providers

Development and Training

Relevant staff will all attend training on the standardisation of judgements and will be made aware of the appeals policy. The Strategic Board will direct the Programme Leadership Board to address and propose solutions to any issues arising from failure in policy or procedures.

Publishing policy

This Policy will be available through the Altius Teacher Training website and our documentation. A copy is available from the Altius office.

Review date for the policy

This policy will be reviewed by the Policy Review Group and presented to the Quality Assurance Board as part of the 2022 - 2023 meetings cycle.