

This guideline document has been developed to address any issues that may arise for PST members when finalising the *Droichead* process for NQTs in the 2019/2020 school year. During these unprecedented times flexibility is being introduced for PSTs.

This document should be read in conjunction with the policy document *Droichead: The Integrated Professional Induction Framework*, March 2017 which is available on the Teaching Council website www.teachingcouncil.ie and the NIPT website www.teacherinduction.ie.

NQTs will fall into one of three groups. Please read the instructions below carefully when signing the Form D. A separate guidance document has been prepared giving instructions as to the actions required by the NQTs which is available on the Teaching Council and NIPT website.

Notes:

- Strand A (school based) relates to the in-school support including observations and professional discussions.
- Strand B (Professional Learning Activities) relates to Cluster Meeting(s) and professional learning activities.
- In light of the exceptional circumstances arising from the Covid-19 crisis, time spent engaging in *Droichead* after 12 March 2020 to the end of the academic year 2019/2020, including quality remote teaching and learning and online observations, can be counted towards completing the process. NQTs are also encouraged to continue their engagement with additional professional learning activities.

Group	Criteria	Instructions
Group 1	The NQT has completed the <i>Droichead</i> process (Strand A and Strand B) on or before 12 March 2020.	<ul style="list-style-type: none"> • Form D must be completed by the NQT and signed by the PST team in the normal manner. • This year PST members who have fully completed days 1 and 2 of their training but have yet to conclude days 3 and 4 of the PST training may sign the form • Where only one PST member is currently available, the NIPT should be contacted for advice at droicheadinterimmeasures@teacherinduction.ie. • The Council reserves the right to verify any information provided on Form D.
Group 2	The NQT has engaged in the <i>Droichead</i> process for the required minimum time and has completed Strand A, but may not have completed all of Strand B on or before the end of the academic year 2019/2020.	<p>Proceed as for Group 1:</p> <ul style="list-style-type: none"> • Quality remote teaching and learning including online observations and professional discussion with your PST may be included. • It is the Council's expectation that each NQT will have the majority of Strand B completed, e.g. Cluster Meetings and/or Professional Learning Activities. As new entrants to the profession, the Council advises that NQTs should participate further in a range of additional professional learning activities (including online Induction Workshops, webinars etc.) in order to address any shortfall in Strand B. • Where the PST believes that the NQT has not completed all of Strand A, the NIPT may be contacted for advice at droicheadinterimmeasures@teacherinduction.ie
Group 3	The NQT commenced the <i>Droichead</i> process but has not completed Strand A including the minimum time requirement and all of Strand B on or before the end of the academic year 2019/2020.	<p>Proceed as for Group 1;</p> <ul style="list-style-type: none"> • The PST are signing Form D on the understanding that the process was partially completed and that the remaining elements will be completed at a future date and may involve a different PST/school. • Time completed by the NQT engaging in the <i>Droichead</i> process during 2019/2020 will be 'banked' towards the completion of the <i>Droichead</i> process at a future date by the NQT. • Additional guidelines will be issued to support PSTs working with NQTs in this group in advance of the new school year.