

## **1 Scope**

This policy provides guidelines for probationer teachers who, having commenced the Teacher Induction Scheme, now wish to withdraw from it permanently.

## **2 Interpretation**

- “days” means calendar days.
- “review point” means the review of the performance of the probationer as documented in any of the following –
  - The TIS Interim 1 Profile (which generally relates to the period from August to December and represents 80 days of probationary service). (Within this period there is also Local Authority Early Stage Assessment (which generally relates to the period from August to October) and represents 30 days of probationary service).
  - The TIS Interim 2 Profile (which generally relates to the period from January to end March and represents 55 days of probationary service)
  - The TIS Final Profile (which generally relates to the period from April to end June and represents 55 days of probationary service)
- “Flexible Route” means the route whereby probationer teachers, who are not eligible for the TIS or for whom the arrangements of the TIS are not suitable, or who have chosen to withdraw from the TIS, may complete their required period of probation on a more flexible basis, including supply work.
- “GTC Scotland” means the General Teaching Council for Scotland.
- “probationer” refers to a teacher who is provisionally registered with GTC Scotland.

## **3 Procedure**

- 3.1. If a probationer decides to withdraw from the Teacher Induction Scheme and has resigned from post, the Local Authority Probation Manager will withdraw the probationer via the GTC Scotland online profile system.
- 3.2. All satisfactory service at the review points (see 2 Interpretation) including the Early Stage Assessment point in October (as confirmed with the Local Authority), will be transferred to the Flexible Route. Any days of absence will be deducted from the total.
- 3.3. GTC Scotland will send a letter to the probationer confirming the recognised accrued service to be transferred to the Flexible Route. To claim recognition of service carried out beyond a review point, probationers should use the form prescribed by GTC Scotland and submit it to the Professional Learning and Development Department within 28 days of the date of the letter sent by GTC Scotland confirming service. Any additional service confirmed as satisfactory will be transferred to the Flexible Route.
- 3.4. GTC Scotland has responsibility for making the final decision about what service should be recognised following any TIS withdrawal.

### 3.5. **Contact Details**

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