

Super Admin

23_24 Cause for Concern

22/08/2023

Date:	
Date of Issue Date of Issue:	
Reason for CFC	
Cause for Concern o	on Progress towards the Teachers' Standards (for QTS)
	d to signal our concern about your present progress on the nd to support you in addressing identified needs. Our concern ng:
university directed tas	an 10 days from the programme of Failure to meet deadlines for ks or assignments of Insufficient progress for this stage of the nal engagement with the course
	eason/s for issuing the Cause for Concern (Lead Mentor to assed work, university tutor if during taught course):
	t this puts you at risk of failing to achieve the standards necessary for I we hope that the CFC process and the actions you take as a ole you to succeed.

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CFC Meeting Details				
Mentor (if during school base	rawn up between you, your university tutor and your Lead ed work) in order to identify what action you should take to meeting will be arranged to enable you to discuss the action			
Please provide the meeting of	details below:			
Date and time:				
Meeting will be with:				
(Lead Mentor if in school, un	iversity tutor if on taught course)			
Alternatively, a CFC action plan may be drafted during a UVT visit.				
Trainee Reflection				
Action for trainee - you she	ould complete the following and bring it to your meeting.			
Trainge Poffection on the cur	grant cituation and why the Cauce for Concern is being issued			
Trainee Reflection on the cur	rent situation and why the Cause for Concern is being issued			
Are there any targets or sup	port that might be helpful to enable you to make progress?			

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Guidance for Setting Targets

Focus: Addressing Issues arising from a Cause for Concern

Please make sure you list all areas which the trainee needs to address in order to meet the QTS Standards.

Targets should be SMART (Specific, Measurable, Achievable, Realistic, Time-Related)

These targets should be discussed, and progress recorded, at the Weekly Development Meeting.

2-week action plan completed by Lead Mentor (or Personal Tutor if during the taught course) and UVT. This should be completed and agreed upon by both.

Please link to the specific Profile Descriptor when entering the targets in the next section.

If targets are not met by the specified date, please contact the UVT and jointly issue a new CfC and Action Plan with further support specified.

You will have to initiate another Cause For Concern form for the trainee.

During the Consolidating Practice and Developing Independence phases please remember that, if appropriate and to minimise the negative impact on pupil learning, the Lead Mentor and UVT can agree that the trainee should return to teaching episodes in some lessons.

If this is the case the Action Plan must detail what needs to be evidenced in order to continue to make progress/return to full lessons.

Trainees who fail to make the progress required in the Cause for Concern targets may be issued with a further Cause for Concern. The Unsatisfactory Student Progress and Engagement process may be required for trainees who continue to be unable to meet the same targets.

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		for Concern.	not select a date		
Target 1		Choose item			
Target 2		Choose item 💌			
Target 3		Choose item			
Target 4		Choose item			
Target 5		Choose item			
Target 6		Choose item			
Support Please include detail of what training/support is going to be put in place to provide opportunity for the trainee to meet the targets.					
opportunity for the trainee to meet the targets.					
How will you know when the target has been achieved? How will it be measured?					
Pate for the Action Plan to be completed (max 2 weeks)					

Has the trainee met

If not please issue another Cause

the target?

Date of when the

If the target is not met, please do

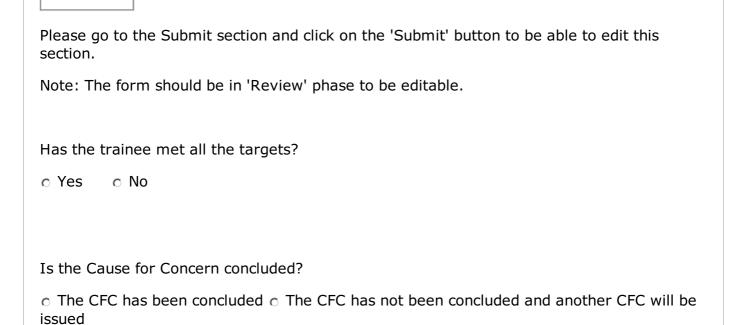
targets are met

Action Plan

s.no.

Targets Date to be completed

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Review

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Signature						
Please ensure that all the key questions are answered and the below roles have signed before you click on the 'Submit' button in the next section.						
Lead Mentor Sig	gnature					
o Yes o No						
University Visiti	ing/Personal Tutor					
c Yes c No						
Trainee: I am	aware of the CFC issued and partic	ipated in writing the Action Plan				
o Yes o No						

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