

AO with LSJS – a brief overview

Eligibility:

- Have taught for 2 years (full time equivalent).
- Have taught in two schools or more.
- UK first degree, or equivalent.
- GCSEs in English and Maths - and in Science for primary school candidates - graded C/4 or higher, or equivalent.
- Already meeting the Teacher Standards i.e. teacher training not required.
- Are teaching in a school in England.

Process:

Step 1	Compliance	<input type="checkbox"/> Submit completed application form and pay £300 deposit. <input type="checkbox"/> Academic Registrar checks qualifications, Enic statement of comparability (for any international qualifications), DBS, ID, references and experience.
Step 2	Preparation Stage	<input type="checkbox"/> LSJS fundamental numeracy and literacy tests (arranged with Academic Registrar; marked by AO Programme Manager). <input type="checkbox"/> Undertake any placements or extra experience as deemed necessary by LSJS (if applicable).
Step 3	Readying Stage	<input type="checkbox"/> Signed Partnership Agreement and completed Mentor Quality Assurance document returned by school to Academic Registrar. <input type="checkbox"/> Send Academic Registrar three observations by school / mentor graded NASBTT Good or better. <input type="checkbox"/> Start building evidence file against the substandards of the Teacher Standards (using LSJS advice). <input type="checkbox"/> Pay £700 prior to Visit 1. <input type="checkbox"/> Visit 1 (AO1) – Joint observation by AO Programme Manager and school mentor (have to be graded NASBTT Good or better) and 50% file check. <input type="checkbox"/> Pay remaining £1500 prior to Visit 2. <input type="checkbox"/> Visit 2 (AO2) - Joint observation by another LSJS observer and school mentor (have to be graded NASBTT good or better) and 80% file check (or instead final check may be carried out at third visit).
AO Assessment Period	In between Visit 2 & 3	<input type="checkbox"/> Academic Registrar adds candidate to DfE sheet for the start of official AO assessment period (i.e. maximum 12 weeks to complete process from now, but usually far less). <input type="checkbox"/> Headteacher observation on LSJS form (has to be graded NASBTT Good or better).
	Visit 3	<input type="checkbox"/> Visit 3 (AO3) – Joint observation by AO Programme Manager and school mentor (have to be graded NASBTT Good or better) and 100% file check.
	Final paperwork	<input type="checkbox"/> Headteacher letter (guidance provided by LSJS) on headed paper sent to Academic Registrar. <input type="checkbox"/> Mentor report (grid provided by LSJS) completed by mentor and sent to Academic Registrar.
	QTS	<input type="checkbox"/> Recommendation for QTS. Congratulations! <input type="checkbox"/> Candidate to check portal over coming days/ weeks to check when QTS has been awarded by the DfE and to download their certificate. <input type="checkbox"/> LSJS Graduation Ceremony (usually summer)

NB: This page is designed to give candidates and schools a brief overview of the AO process at LSJS; it is very important to have a careful read of the handbook, which contains much more detail.

Contact:

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