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Click here to see an example of this template as a record.

NQT Targets and Review

A self evaluation form setting and reviewing targets over the year. Mentors can keep an eye on progress and use the statements to decide on the effectiveness of the NQT year.

As our system allows you to unpublish and modify records as many times as you need to, there is no need to have multiple templates review documents. You can publish and unpublish whenever it is time for your next review.

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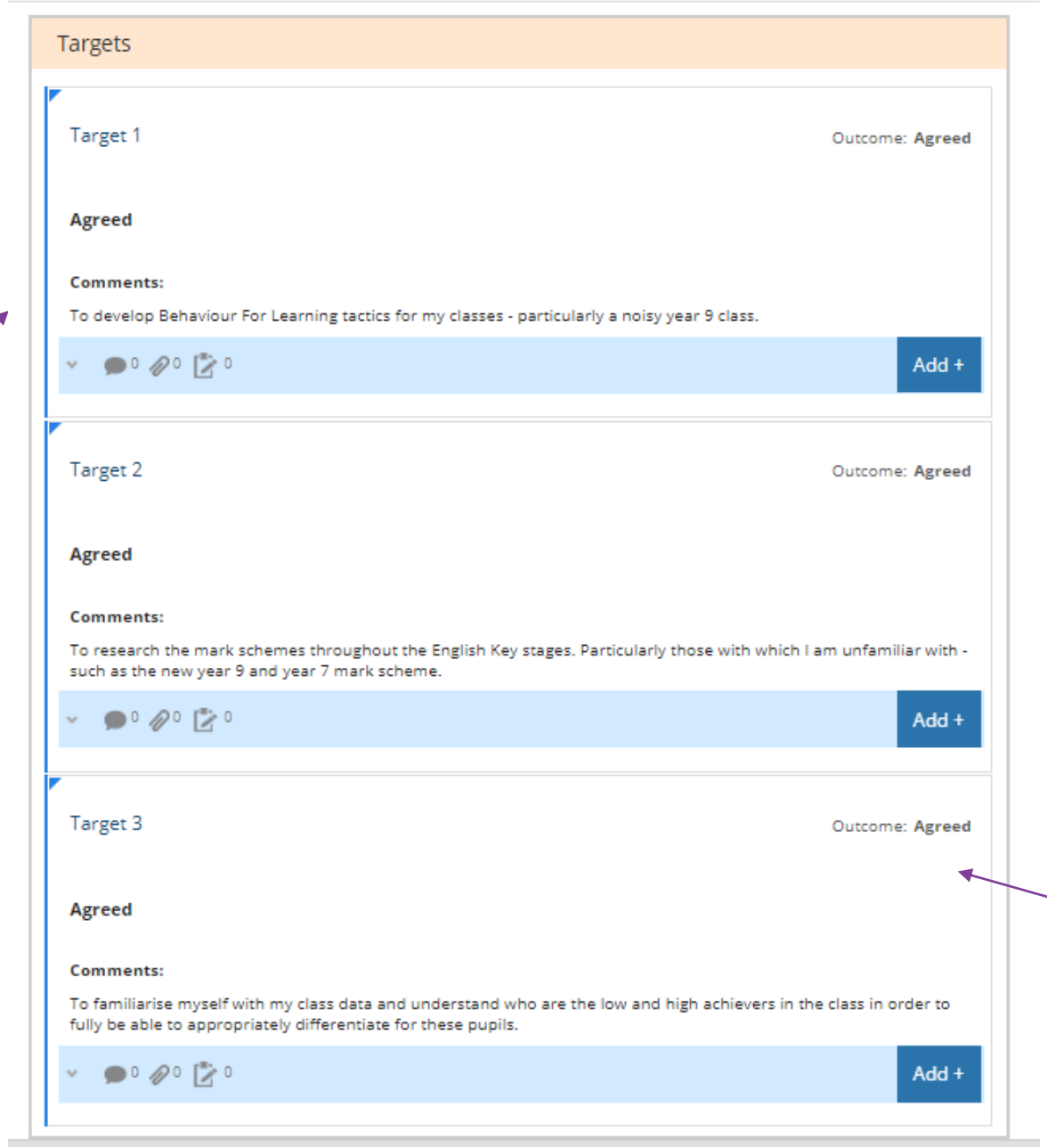
Focus Areas

Targets 1- 3

Staff start this record by identifying their Objectives and Goals for the academic year



Outcome set
"1. Targets"

Outcomes:
Agreed
In Discussion
N/A

Working with the NQT co-ordinator, these targets can be set and marked as agreed or in discussion. This then allows for the mentor to decide if this is an appropriate target after reviewing the student set goals.

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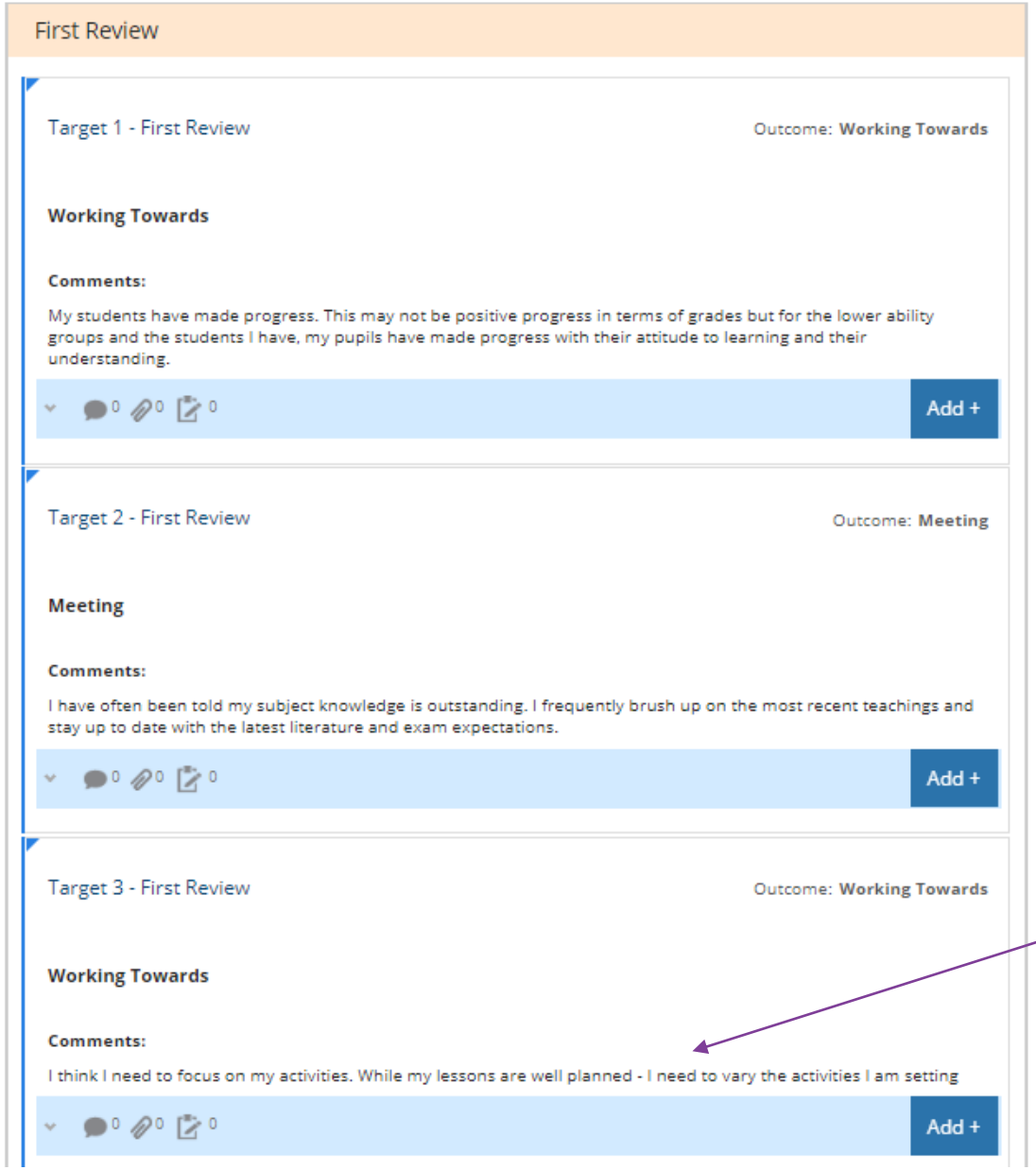
The template is split into separate headings to keep the record and reports neat.



Outcome set
"2. First Review"

Outcomes:
Met
Working Towards
Needs Support
Not Meeting

Focus Areas

Targets 1 – 3,
First Review

The NQT is able to reflect on their practice so far and can also upload any supporting evidence (e.g. resources, progress charts or SISRA Analytics class data, URL links etc.)

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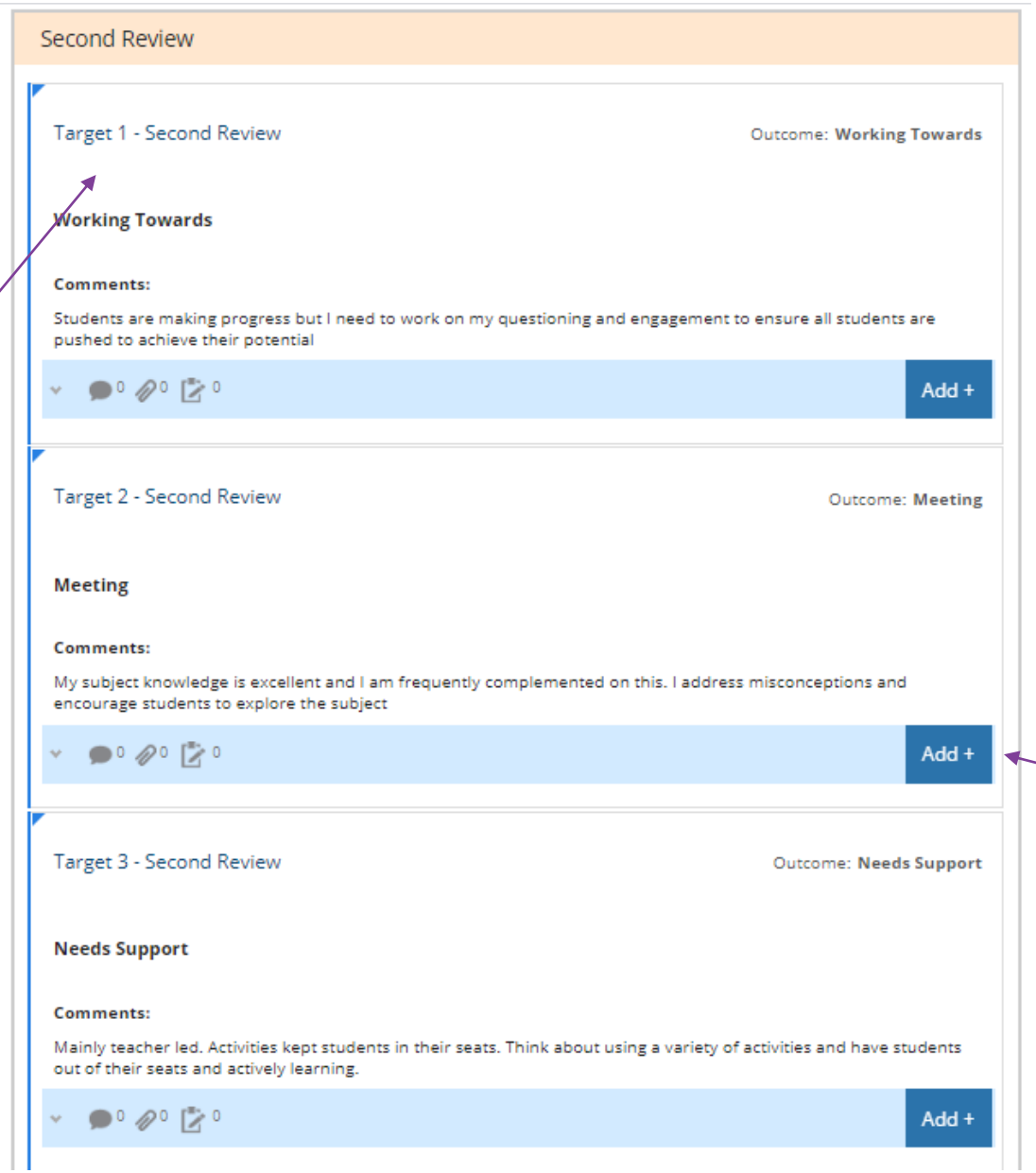
Focus Areas

Targets 1 – 3,
Second Review

Second and final review period for NQT's to enter their reflections and evidence.

More review periods could be added to this if needed.



Outcome set
"3. Second Review"

Outcomes:
Met
Working Towards
Needs Support
Not Meeting

Actions can be used by the mentor or NQT to set up next steps and arrange any additional meetings.

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Focus Areas

Mentor Comments

NQT Year Successful?

Final Comments

Mentor Comments:

Please comment on the NQT Observations; Learning Walks and Book Looks.
Has the NQT achieved or made considerable progress in achieving their targets?

Comments:

During Dom's second term he also organised World Book Day 2015. As a whole school event he arranged a bake sale and a literary scavenger hunt across the school. The students enjoyed the challenge and teachers were extremely co-operative and complimentary about the day.
Dom has shown great progress towards his targets. He is a quick learner who is happy to collaborate and help colleagues.

0 0 0 Add +

NQT Year Successful?

Outcome: **Yes**

Yes

0 0 0 Add +

Mentors can reflect on the NQT's development over the year before making decisions on whether they have successfully completed their NQT training.

The comments for this focus area have been disabled with only the outcome set information the results in reports.

Outcome set
"4. NQT Year Successful? "

Outcomes:
Yes
In Discussion
No

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Focus Areas

Targets 1- 3

Outcome set
"1. Targets"

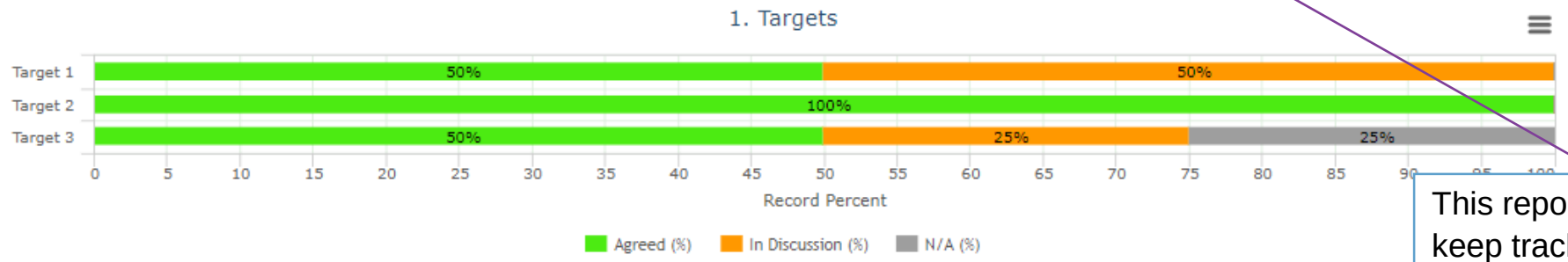
Outcomes:
Agreed
In Discussion
N/A

The Outcome values are the columns of your table.

1. Targets

Focus Area Name	Agreed (%)	In Discussion (%)	N/A (%)	Record Count
Target 1	50.0	50.0	0.0	4
Target 2	100.0	0.0	0.0	4
Target 3	50.0	25.0	25.0	4
Total	**8**	**3**	**1**	

Focus areas are the rows of your table.



This report allows you to keep track of who may need their targets to be reviewed by drilling down into the "In Discussion" counts.

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Having the separate outcomes allows for neater reports.

Focus Areas

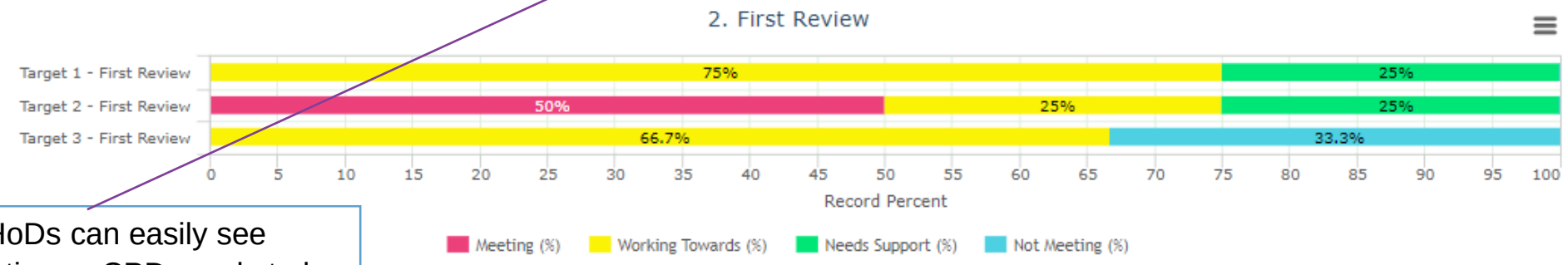
Targets 1 – 3, First Review

Outcome set
"2. First Review"

Outcomes:
Met
Working Towards
Needs Support
Not Meeting

2. First Review

Focus Area Name	Meeting (%)	Working Towards (%)	Needs Support (%)	Not Meeting (%)	Record Count
Target 1 - First Review	0.0	75.0	25.0	0.0	4
Target 2 - First Review	50.0	25.0	25.0	0.0	4
Target 3 - First Review	0.0	66.7	0.0	33.3	3
Total	2	6	2	1	
	0%			100%	



Mentors and HoDs can easily see where intervention or CPD needs to be implemented and quickly offer support.

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Focus Areas

Targets 1 – 3,
Second Review

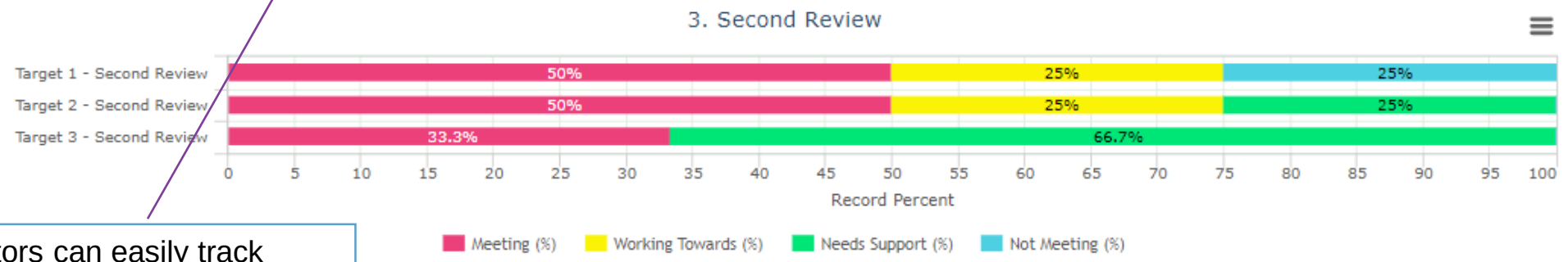
Outcome set
"3. Second Review"

Outcomes:
Met
Working Towards
Needs Support
Not Meeting

3. Second Review

Focus Area Name	Meeting (%)	Working Towards (%)	Needs Support (%)	Not Meeting (%)	Record Count
Target 1 - Second Review	50.0	25.0	0.0	25.0	4
Target 2 - Second Review	50.0	25.0	25.0	0.0	4
Target 3 - Second Review	33.3	0.0	66.7	0.0	3
Total	**5**	**2**	**3**	**1**	

0% 100%



Mentors can easily track student progress towards their targets.

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Focus Areas

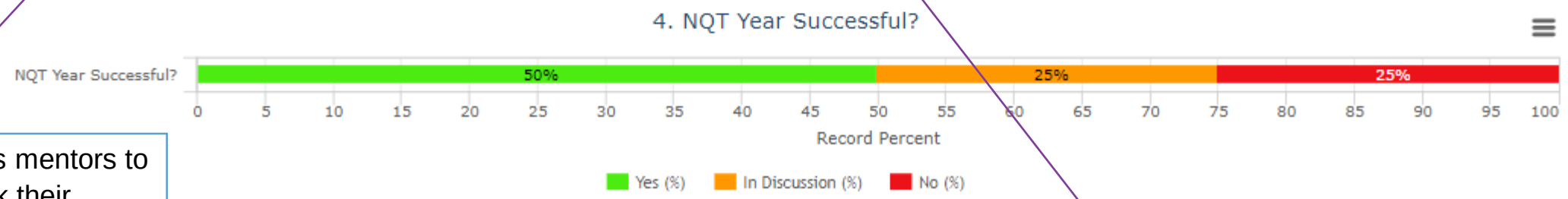
NQT Year Successful?

Outcome set
"4. NQT Year Successful? "

Outcomes:
Yes
In Discussion
No

4. NQT Year Successful?

Focus Area Name	Yes (%)	In Discussion (%)	No (%)	Record Count
NQT Year Successful?	50.0	25.0	25.0	4
Total	2	1	1	
	0%		100%	



This allows mentors to easily track their students and have discussions about next steps based on progress.

This chart makes progression less of a headache. See your information in a simple chart. You can also "drill down" into the counts and focus area reports to get more detailed information