

ECT Align Update

End of term actions

Thank you for all your support and oversight of your mentors and ECTs throughout this term of the programme. As we come to end of the spring term, we have a few 'Induction Tutor tasks' it would be really helpful if you could complete.

1. Please check that your term dates are correct on Steplab. Guidance on how to do this can be found [here](#) and also in the Support tab on Steplab.
2. Let us know if you have any ECTs joining or leaving the programme, any mentor amendments or any ECTs that need an extension or reduction. All the forms you need for these actions can be found below.
3. If you have any ECTs who are leaving your school at the end of term, please ensure that they have downloaded their portfolio from Steplab. Guidance on how to do this can be found [here](#) and also in the Support tab on Steplab.
4. Be aware that Ambition Institute is likely to have their Ofsted inspection of the ECT programme in the summer term and we will be in touch with more details in due course. This should be 'business as usual' to show the excellent provision we have.

Our forms

[ECT registration form](#)

[ECT Leavers form](#)

[Mentor amendments form](#)

[Extension request](#)

[Reduction request](#)