

Guidance for completing the NPQ application form

To assist with the completion of the online NPQ application form, please be aware that you will need to have the following information to hand:

- Subject/phase as it appears on your QTS certificate (if held)
- Your TRN (*please refer to separate guidance if do you do not have a TRN*)
- School URN (this is a 6 digit number and is different to the UKPRN and DfE number)
- Details of which cohort you would like to attend – October 2023 or February 2024
- Your Head teachers/Education Setting leader's name and email address
- Details of how your place will be funded (DfE scholarship school funded, or self-funded)
- If you are applying for the NPQEYL, you will need to list your Level 3 (or higher) qualifications

You will also be required to answer 3 assessment questions.

1. Why would you like to complete this particular NPQ?

Within your answer please consider:

- *Your understanding of the structure of the programme*
- *How taking part in the programme will impact on your development and progress*
- *The impact you would hope to have as a result of completing the programme*

(250 words max for Specialist NPQs / 400 words max for Leadership NPQs)

2. Please provide a specific example to show how you are ready for the next step in school or education setting leadership

Within your answer please consider:

- *How this example demonstrates your readiness to take the next step in school or education setting leadership*
- *What skills you will focus on developing*

(250 words max for Specialist NPQs / 400 words max for Leadership NPQs)

3. Throughout the programme, you will develop knowledge and skills in leadership to enable all pupils to succeed. From the list below, please select one area you consider most important for you to develop in your role and explain how this will impact on pupils and staff at your school or education setting.

- *Teaching and Learning (including curriculum and assessment)*
- *Developing Others*
- *Behaviour and SEND*
- *School and Trust Culture*
- *Organisational management and leadership*
- *Child Development*

(250 words max for Specialist NPQs / 400 words max for Leadership NPQs)