

Iaith Athrawon Yfory Incentive Scheme – academic year 2018/19

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guidance notes for claimants and ITE providers

Guidance

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laith Athrawon Yfory Incentive Scheme – academic year 2018/19

Audience Students commencing a secondary postgraduate ITE programme in September 2018 enabling them to teach through the medium of Welsh and initial teacher education (ITE) providers in Wales.

Overview This document provides information on the laith Athrawon Yfory incentives. It outlines what funding is available, eligibility and how payments will be made. The incentive scheme supports the Cymraeg 2050 Welsh language strategy, the Welsh Government's long-term approach to achieving the target of a million Welsh speakers by 2050.

Action required Eligible persons will be required to submit appropriate forms as detailed in this guidance.

Further information Enquiries about this document should be directed to:

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Mae'r ddogfen yma hefyd ar gael yn Gymraeg.
This document is also available in Welsh.

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Summary

The Welsh Ministers have powers under sections 14-17 of the Education Act 2002 to provide financial assistance for the promotion of the recruitment or retention of teachers or non-teaching staff.

Iaith Athrawon Yfory Incentive Scheme 2018 (2018 No. 42) (“the Scheme”) was made by the Welsh Ministers in the exercise of their powers on 7 December 2017. A copy of the Scheme is attached in the annex to this guidance note (Annex A). The Scheme makes provision for the Welsh Ministers to pay grants to secondary postgraduate ITE students, studying their programme through the medium of Welsh.

The Iaith Athrawon Yfory incentive scheme supports the Cymraeg 2050 Welsh language strategy, the Welsh Government’s ambition to increase the number of Welsh teachers and the target of a million Welsh speakers by 2050.

This is guidance as referred to in paragraph 3 of the Scheme and is designed to assist anyone administering the Scheme and those applying for grant under it. This guidance applies to postgraduate students in Wales who between 1 September 2018 and 31 August 2019 start ITE courses, through the medium of Welsh, leading to Qualified Teacher Status (QTS) run by initial teacher education providers accredited by the Higher Education Funding Council for Wales (HEFCW).

This guidance is issued by the Welsh Government and provides information on the Iaith Athrawon Yfory incentives. It outlines source of funding available, eligibility criteria and how payments will be made. The guidance does not itself establish what funding is available, eligibility or other grant conditions – these are set out in the Scheme and this should be read alongside this guidance for confirmation of grant availability.

1. Iaith Athrawon Yfory Incentive Scheme in Wales: academic year 2018/19 – overview

1.1 This section offers a brief overview of the Iaith Athrawon Yfory Incentive Scheme in Wales for courses starting between 1 September 2018 and 31 August 2019. It does not cover every aspect; full information on eligibility and conditions are set out in the sections below.

1.2 The Iaith Athrawon Yfory Incentive Scheme includes grants by way of incentives to eligible persons to undergo a secondary postgraduate ITE course through the medium of Welsh in Wales (“training grants”). The course must lead to Qualified Teacher Status (QTS), start between 1 September 2018 and 31 August 2019, and be run by an ITE provider accredited by the Higher Education Funding Council for Wales.

1.3 Training grants for postgraduate ITE courses in Wales starting between 1 September 2018 and 31 August 2019 are as follows:-

- (i) £500 for eligible persons on completion of an eligible postgraduate ITE secondary programme in Wales leading to QTS;
- (ii) £2,500 for eligible persons on successful completion of induction at a maintained Welsh medium or bilingual secondary school or teaching Welsh in any maintained secondary setting in Wales.

1.4 No grant will be paid to a person unless they have made an application to the Welsh Ministers, care of the Welsh Government, in an approved format. Eligible persons must be asked by their ITE provider to complete the relevant forms.

2. Training grants

Eligibility for training grants

2.1 The £500 and £2,500 training grants are available to eligible persons starting secondary postgraduate ITE courses in Wales between 1 September 2018 and 31 August 2019¹. The courses must lead to QTS and be run by an ITE provider accredited by the Higher Education Funding Council for Wales. The training grants are available for both full-time and part-time courses.

2.2 The Welsh Ministers have discretion not to pay a training grant to persons who have been accepted onto a Welsh eligible programme after the intake target for that course, as notified by the Higher Education Funding Council for Wales, has been reached. Students should seek confirmation from their provider that they are not affected by this.

2.3 To be eligible for a training grant, a person must:-

- (a) have undertaken an eligible programme in Wales which commenced on or after 1 September 2018 but prior to 1 September 2019;
- (b) be an eligible student;
- (c) be undertaking the Welsh Medium Improvement Scheme in the current academic year²;
- (d) not already be a qualified teacher;
- (e) not be employed to teach at a school or other institution as a teacher;
- (f) not be a participant in training organised under an employment-based teacher training scheme;
- (g) successfully completed an eligible programme and obtained QTS;
- (h) successfully completed induction within three years, following award of QTS, in one of the following induction settings; a maintained Welsh medium or bilingual secondary school, or teaching Welsh in any maintained secondary setting in Wales, as required under The School Teachers' Qualifications (Wales) Regulations 2012 which are in force at the time.

¹ If an ITE provider required students to attend a school before ITE began formally, provided that the course formally started after 31 August 2018, that would not make them ineligible for the training grant.

² Funding up to £2,000 is available separately for students undertaking the Welsh Medium Improvement Scheme, this is in addition to the £3,000 available under the Iaith Athrawon Yfory incentive scheme.

What grants should be paid

2.4 To be eligible for the training grant of up to £3,000, a person must be undertaking training on a secondary postgraduate ITE course which commenced between 1 September 2018 and 31 August 2019. The training grant of £3,000 will be paid in two instalments to eligible persons.

- (a) The first payment of £500 will be paid on successful completion of an eligible postgraduate ITE secondary programme in Wales leading to QTS. The programme will enable the eligible person to teach through the medium of Welsh.
- (b) The second payment of £2,500 will be paid upon successful completion of induction in a maintained Welsh medium or bilingual secondary school or teaching Welsh in any maintained secondary setting in Wales.

2.5 Individuals who are eligible for a training grant and leave a postgraduate ITE course before its completion will not be entitled to any grant.

2.6 Training grants for students resuming a course, or starting a course where entry has been deferred, will also be paid in two instalments (as detailed in para 2.4).

When the payments should be made

2.7 Both payments will be made by the Welsh Government to eligible persons on receipt of completed claim forms at the appropriate times.

2.8 In order to claim the training grant, eligible persons must:-

- (a) within one year of successfully obtaining QTS, submit the relevant claim form electronically to the Welsh Government; and
- (b) within one year of successfully completing their induction period (as specified in 2.2.1) submit the relevant claim form electronically to Welsh Government. This claim form should be sent to the Welsh Government from a secure e-mail account of the school where induction was completed.

2.9 If a student has been on long-term sick leave or has suspended their studies but resumes their course to complete the time they have missed, they will be eligible for funding on completion of a postgraduate ITE secondary programme in Wales leading to QTS and on successful completion of induction in a maintained Welsh medium or bilingual secondary school or teaching Welsh in any maintained secondary setting in Wales. Claimants will only remain eligible for the training grant if the deferment of their course is no longer than one academic year. This is subject to the provisions of paragraph 2.11.

How the training grants should be paid

2.10 Eligible persons will receive training grant payments from the Welsh Government. Payments will be made on receipt of the appropriately completed claim forms. Eligible persons will also need to submit a completed vendor details

form to the Welsh Government by **31 March 2019**. Eligible persons will be responsible for requesting the vendor details form from the Welsh Government.

2.11 The first payment will be paid on completion of a postgraduate ITE secondary programme in Wales leading to QTS. Eligible persons are required to submit a claim form to the Welsh Government within one year of successfully obtaining QTS. The second payment will be made on successful completion of induction in a maintained Welsh medium or bilingual secondary school or teaching Welsh in any maintained secondary setting in Wales. Eligible persons are required to submit a claim form to the Welsh Government within one year of successfully completing their induction period.

2.12 ITE providers are required to sign a declaration on the first claim form to confirm that the individual has undertaken a postgraduate secondary programme during academic year 2018-19 and successfully obtained QTS to enable them to teach through the medium of Welsh. Welsh Government will require a list of authorised signatories from each ITE provider by **1 June 2019**, to ensure that forms are appropriately signed.

2.13 Head teachers, Deputy Head teachers or Heads of Department are required to sign a declaration on the second claim form to confirm that the teacher concerned has successfully completed induction in a maintained Welsh medium or bilingual secondary school or teaching Welsh in any maintained secondary setting in Wales. The school must submit the claim form via e-mail to the Welsh Government, on behalf of the claimant.

2.14 **Important:** Eligible persons should be provided with the Welsh Government mailbox address by their ITE provider. Eligible persons will need to request a vendor details form from this mailbox. Electronic versions of claim forms will then be issued to eligible persons by the Welsh Government. Eligible persons must keep their forms in order to claim both parts of the training grant.

Method of making payments

2.15 Eligible persons will receive the training grant from the Welsh Government. ITE providers must issue the Welsh Government mailbox address to eligible persons, for the vendor details form and claim forms to be requested.

2.16 The first claim form (for completion on award of QTS) must be signed by an authorised signatory from the ITE provider and the second claim form (for completion on successful completion of induction period) must be signed by the appropriate school.

2.17 All completed forms should be submitted securely to the Welsh Government.

Recovery of grants paid

2.18 The Welsh Ministers have powers to recover grants paid, in whole or in part. They have discretion about whether to exercise those powers and will consider all cases on their merits.

2.19 Cases where these powers might be exercised by the Welsh Ministers will be where:-

- (a) the recipient has provided in, or in connection with, his or her application for a grant, information which is false or materially misleading; or
- (b) there is firm evidence that the recipient had never intended to complete the course or, having completed it, to enter teaching.

Information

2.20 You acknowledge that we are subject to the requirements of the Freedom of Information Act 2000 (the "FOIA"), the Environmental Information Regulations 2004 (the "EIR") and the Data Protection Act 2018 (the "DPA").

2.21 You acknowledge that we are responsible for determining in our absolute discretion whether:

- (i) to disclose any information which we have obtained under or in connection with the Funding to the extent that we are required to disclose such information to a person making a disclosure request under the FOIA or the EIR; and/or
- (ii) any information is exempt from disclosure under the FOIA or the EIR.

3. Frequently asked questions

Training grants in Wales

What is the total value of this training grant?

3.1 Up to £3,000 is available under the Iaith Athrawon Yfory (IAY) Incentive Scheme. Up to £2,000 is available separately under the Welsh Medium Improvement Scheme (WMIS). In order to claim the IAY incentive, you must be undertaking the WMIS.

Is the training grant taxable?

3.2 Our understanding is that the training grant is not taxable. However, claimants should speak to HM Revenue and Customs for advice about their individual position.

What will be the effect of the training grant on other student support?

3.3 For students who want student finance based on household income, a training grant is not considered as part of your income, and should not be included when working out their taxable unearned income.

What will be the effect of the training grant on benefits?

3.4 There is no hard and fast rule here - it will depend on what sort of income is taken into account in assessing entitlement to the particular benefit in question. The Department for Work and Pensions can provide further advice.

Will the training grant trigger loan repayments?

3.5 Loan repayments may be triggered when claimants are earning a salary as a teacher - as in any other job.

How is the training grant paid?

3.6 Providing all the relevant eligibility criteria have been met, payment is made in two instalments directly from the Welsh Government to the claimant's bank account. The payment is made separately from regular salary payments.

Are the training grants pensionable?

3.7 No.

Are teachers eligible for the training grant if their teaching post whilst completing induction is at an independent school, sixth form college, or Further Education Institution?

3.8 No. For the purposes of claiming the training grant, the claimant must have completed induction in a maintained Welsh medium or bilingual secondary school or by teaching Welsh in any maintained secondary setting in Wales.

I gained Qualified Teacher Status through an employment-based route – am I eligible for the training grant?

3.9 No. Teachers who gain Qualified Teacher Status through employment based routes are not eligible to receive the training grant.

Annex A: Iaith Athrawon Yfory Incentive Scheme 2018 – Education Wales 2018 No.42

Overview

IAITH ATHRAWON YFORY INCENTIVE SCHEME 2018 provides a financial incentive for Initial Teacher Education (ITE) students commencing a secondary Postgraduate ITE programme in September 2018 enabling them to teach through the medium of Welsh.

Background

1. The Welsh Ministers have powers to provide financial assistance under sections 14-17 of the Education Act 2002 for the promotion of the recruitment or retention of teachers or non-teaching staff. Iaith Athrawon Yfory Incentive Scheme 2018 (“this Scheme”) is made in the exercise of those powers.
2. This Scheme comes into effect on 1st September 2018 and applies in relation to Wales.
3. The Welsh Ministers may issue non-statutory guidance on this Scheme under section 10 of the Education Act 1996 to assist students and accredited providers who exercise any function under this Scheme.
4. This document seeks to set out a brief outline of how this Scheme will operate and the purpose for which the grant will be paid.

Summary of the Scheme

5. This Scheme makes provision for the Welsh Ministers to pay grants to secondary postgraduate ITE students, studying their programme through the medium of Welsh.
6. Payment will be by way of up to two instalments, to eligible persons, on completion of an eligible postgraduate ITE secondary programme in Wales leading to Qualified Teacher Status (QTS). The programme will enable the eligible person to teach through the medium of Welsh and generate the first grant claim. A further instalment is available upon successful completion of Induction in a Welsh medium or bilingual secondary school or teaching Welsh in any secondary setting.

Interpretation

7. Except where the context otherwise requires, for the purpose of this Scheme –

“accredited institution” (“*sefydliad achrededig*”) means an institution accredited by the Higher Education Funding Council for Wales under Regulation 7 of the School Teachers’ Qualifications (Wales) Regulations 2012;

“employed” (“*cyflogedig*”) means employed under a contract of employment or engaged to provide services otherwise than under a contract of employment and “employment” (“*cyflogaeth*”) shall be construed accordingly;

“employment-based teacher training scheme” (“*cynllun hyfforddi athrawon ar sail cyflogaeth*”) means a scheme made under Regulation 8 of the School Teachers’ Qualifications (Wales) Regulations 2012 or under any amended or replacement scheme;

“qualified teacher status” (“*statws athro cymwysedig neu statws athrawes gymwysedig*”) means a person who is a qualified teacher within the meaning given to it by section 132(1) of the Education Act 2002: that is to say “a person who satisfies requirements specified in regulations”³ made under section 132 of that Act from time to time;

“bilingual” (“*dwyieithog*”) means English/Welsh for providers in Wales;

“eligible programmes” (“*Rhaglenni cymwys*”) means is a programme which:

(a) is a full-time, part-time or flexible course of secondary initial teacher training programme leading to Qualified Teacher Status, which is provided at an accredited institution in Wales, and

(b) satisfies at least one of the following criteria:

- leads to a formal certificate in Welsh or bilingual education;
- does not lead to a formal certificate in Welsh or bilingual education but is designed to enable students to teach bilingually;
- requires the trainee to study and achieve professional studies module through the medium of Welsh as recorded in the HESA Student Record⁴

“eligible student” (“*myfyriwr cymwys*”) means a person who qualifies for support under Regulations made under section 22 of the Teaching and Higher Education Act 1998 currently in force as they apply to that course⁵;

“flexible course” (“*cwrs hyblyg*”) means that the length and pattern of the course is determined by reference to the student’s experience and training;

“Induction setting” (“*Lleoliad ymsefydlu*”) means, for the purpose of this scheme, maintained schools in Wales and non-maintained special schools in Wales. Independent schools in Wales are included providing they meet the specified criteria under Regulation 7, Paragraph 3 of in The Education (Induction Arrangements for School Teachers)(Wales) Regulations 2015; and

³ The Regulations currently in force being the School Teachers’ Qualifications (Wales) Regulations 2012 (S.I. 2012/724 (W.96).

⁴ This refers to the module field ‘MODSBJ’ and the bilingual ITT marker ‘BITTM’ in the HESA student record

⁵ The Regulations which currently apply the provision of support to students in relation to academic year running from 1 September 2018 to 31 August 2019 are the Education (Student Support) (Wales) Regulations 2017 (S.I. 2017/47 (W.21))

“relevant claim form” (“*ffurflen hawlio berthnasol*”) means the form that the Welsh Ministers may from time to time require an applicant to complete in order to apply for a grant under this scheme.

Incentive grants

8. The Welsh Ministers may pay grants to persons who are eligible to receive such grants under the Scheme (“training grants”) by way of incentives to persons who satisfy the requirements of paragraphs 8 and 9.

9. Grants made available under this Scheme are subject to the conditions set out in paragraphs 12 to 17.

Eligibility for training grants

10. To be eligible for this training grant, a person must:-

- (a) have undertaken an eligible programme in Wales which commenced on or after 1 September 2018 but prior to 1 September 2019;
- (b) be an eligible student;
- (c) be undertaking the Welsh Medium Improvement Scheme in the current academic year;
- (d) not already be a qualified teacher;
- (e) not be employed to teach at a school or other institution as a teacher;
- (f) not be a participant in training organised under an employment-based teacher training scheme;
- (g) successfully completed an eligible programme and obtained Qualified Teacher Status; and
- (h) successfully completed Induction within three years, following award of qualified teacher status, in one of the following Induction settings; a Welsh medium or bilingual secondary school, or teaching Welsh in any secondary setting, as required under The School Teachers' Qualifications (Wales) Regulations 2012 which are in force at the time.

11. If a person meets the eligibility criteria described in paragraph 9, in order to claim the training grant a person must:-

- (a) within one year of successfully obtaining qualified teacher status, submit the relevant claim form to the Welsh Government;
- (b) within one year of successfully completing their Induction period, submitted the relevant claim form to the Welsh Government.

12. Eligible persons making, or planning to make, a claim to this Scheme will not affect their eligibility for the current Welsh Medium Improvement Scheme in 2018.

13. Eligible persons for this incentive scheme are also entitled to claim other teacher training incentives⁶ providing they meet the eligibility criteria of those schemes in the academic year of study.

Conditions

14. No grant will be paid under paragraph 8 to a person unless he or she has made an application to the Welsh Ministers in such form, at such time and containing such particulars as the Welsh Ministers may determine.

15. The Welsh Ministers may at its discretion not pay a training grant to persons accepted onto a Welsh eligible programme after the intake target for that course has been reached (as notified by the Higher Education Funding Council for Wales).

16. The Welsh Ministers may require any grant paid in pursuance of paragraphs 8 to be repaid in whole or in part if:-

- (c) the recipient has provided in, or in connection with, his or her application for a grant, information which is false or materially misleading;
- (d) there is firm evidence that the recipient had never intended to complete the course or, having completed it, to enter teaching.

Payment of grant

17. Grants under paragraphs 8 and 9 will be paid in two instalments in arrears and at such times as the Welsh Ministers may determine, and the Welsh Ministers may in particular determine that the two instalments may be payable by specific dates which are after the person has successfully completed QTS and Induction.

Administration

18. The Welsh Government will administer the scheme. Trainees will be responsible for supplying evidence of award of QTS and Induction when completing the relevant claim form.

19. Claim forms will need to be submitted to the ITEducationAddysgGA@gov.wales mailbox.

Signed on behalf of Welsh Ministers



Kirsty Williams AM
Cabinet Secretary for Education

⁶ The Initial Teacher Education incentives currently available are [Welsh Government | Teacher training incentives for PGCE students](#)

Annex B: Process and payments timeline

September 2018	<p>Secondary postgraduate ITE programmes commence.</p> <p>ITE providers must ensure that all eligible persons receive a copy of the guidance above and in sufficient time to read it before they make their first claim.</p>
March 2019	<p>Eligible persons to request vendor details form from the Welsh Government (ITE providers must issue Welsh Government mailbox address to eligible persons) and submit completed forms to the Welsh Government by 31 March 2019.</p>
May 2019	<p>Claim forms and Privacy Notice to be issued by Welsh Government.</p>
June 2019	<p>ITE providers must provide the Welsh Government with a list of authorised signatories for QTS claims (academic year 2018/19) by 1 June 2019.</p>
From June 2019	<p>Completed claim forms to be submitted, to the Welsh Government, on award of QTS.</p>
Within 3 years of award of QTS	<p>Second claim form to be submitted to the Welsh Government, on successful completion of induction period, in one of the following induction settings; a maintained Welsh medium or bilingual secondary school, or teaching Welsh in any maintained secondary setting in Wales.</p> <p>Completed claim forms to be submitted within one year of successfully completing induction period. The claim form must be submitted by the claimant's employer school securely, via e-mail to the Welsh Government, on behalf of the claimant.</p>