



**Registering for the UCL Early Career Training
Programme (ECTP) with TSH Berkshire
2026-27**

Registration

There are 2 elements to the induction process and schools need to register separately for each part:

1. With an ITTECF Provider – in this case UCL/TSH Berkshire
2. With an Appropriate Body for the statutory assessed side of induction – this can be TSH Berkshire or another Teaching School Hub

Registering for our Early Career Teacher Programme (ECTP)



Schools register ECTs and mentors on the DfE online service

- The previous DfE portal has been replaced by a new [register early career teachers](#) service.
- To use the new service, you will need to have an account with [DfE Sign-in](#). DfE Sign-in is a single sign-on service that provides access to DfE services. Your school might already use it for other DfE services.
- Make sure to get set up with DfE Sign in so you can promptly register any new ECTs or mentors when registration is open for the 2026 to 2027 academic year (provisionally 15th June).
- You can get help with [DfE Sign-in](#).

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Registering an induction tutor

- At the start of the registration process, or the start of the academic year, schools are prompted to confirm or update the induction tutor details.
- Schools can also update these details at any point, by going to the “induction tutor” tab.
- It is important the induction tutor details are correct, as they are our main point of contact with a school.

Registering for our Early Career Teacher Programme (ECTP)



Registering ECTs on the DfE registration service

- You only need to register **NEW ECTs** joining your school, If you have an ECT who was in your school previously, they will just roll over to the new academic year.
- To register an ECT you will need the following information:
 - Name
 - Teacher reference number (TRN)
 - Date of Birth (DoB)
 - Email
 - Start date at your school (this should be the date they start induction as an ECT, not any previous date if they trained with you or worked as a TA etc)
 - Working pattern (full/part time)
 - Training programme (provider-led or school-led). If you are working with us, it will be provider-led.
 - Lead provider (in our case this is UCL)
 - Mentor details

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Registering Mentors on the DfE registration service

- As part of the ECT registration process, you will need to assign a mentor.
- If the mentor is new to mentoring, you will add them at this point. You don't register mentors separately, without an ECT.
- You only need to register new mentors. If you have a mentor who is already in the system, they will appear as a choice when you go to "assign mentor" for a new ECT.
- To register a mentor, you will need the following information:
 - Name
 - Teacher reference number (TRN)
 - Date of Birth (DoB)
 - Email address
 - When they start as an ECT mentor. (you should not include any previous ITT or internal mentoring experience)

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Additional information

- You will also be asked to say who your Appropriate Body is. This may be TSH Berkshire, or a different teaching school hub.
- If you are asked to confirm your Lead Provider this will be UCL.
- If you are asked to confirm your Delivery Partner, this should be TSH Berkshire.

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Confirm TSH Berkshire as your delivery partner

- If you have not previously worked with us on the ECT training programme, , you will need to fill in an [MS form](#) so that we can set up the partnership with UCL.
- If you have worked with us before, the DfE system should remember your previous choices and ask you to confirm them.

Registering with an Appropriate Body



- **All ECTs will need to also be registered with an Appropriate Body.** This still has to be done as a separate process by schools – the information does not feed through automatically.
- TSH Berkshire can be your Appropriate Body, or you can choose another Teaching School Hub.
- There is no charge for the ECT training programme, as this is funded by the DfE, **but Appropriate Bodies do charge for their services.**
- If you would like to use TSH Berkshire as your Appropriate Body, please read our [SLA](#) and complete the Microsoft form [here](#).

Useful DfE links



For further information, please see the updated guidance published by DfE:

[Early career teacher entitlement \(ECTE\) support - GOV.UK](#) (summary page)

Links to the individual guidance pages can be found below:

[Early Career Teacher Entitlement](#)

Information on the 2-year programme that supports early career teachers (ECTs) when they start their teaching career. This includes the changes to the programme for 2025.

[Early Career Teacher Entitlement: roles and responsibilities](#)

How headteachers, induction tutors and mentors can support ECTs during their ECTE.

[Early career teachers: your training and support entitlement](#)

What ECTs can expect during their ECTE.

[Set up and manage the early career teacher entitlement](#)

What schools need to do to set up and manage training, support, assessment and changing circumstances for the ECTE.

[Eligibility and funding for early career teacher entitlement](#)

ECTE eligibility criteria and DfE grant funding for schools, ECTs and mentors.

[Statutory Guidance: Induction for Early Career Teachers \(England\)](#)

Guidance for appropriate bodies, headteachers, school staff and governing bodies.