

Approved by Ministry of Education and Sports

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## The Policy Provisions

### Section - 1 Teacher Training

#### Policy Area One: Training Requirement at the Entry Point

Policies in this area intend to ensure recruitment of qualified, competent and committed teachers in the teaching profession. For this, policies are framed in relation to qualification, pre-service training, licensing and recruitment processes.

1. *Existing basic qualification in the case of primary teachers will be upgraded.*
  - a) The basic qualification of primary teachers is upgraded from S.L.C. to Grade 12 but present qualification requirement will be applied for women and candidates from disadvantaged groups for the next 5 years. The separate Teacher Selection Examination will be administered for those candidates.
  
2. *10-Month teacher preparation course as pre-service training on the top of prescribed academic qualification will be made mandatory for primary, lower secondary and secondary teachers at the entry point.*
  - a) Provision of education regulations in relation to the mandatory training at the entry point will be strictly enforced by the Department of Education/Ministry of Education and Sports (MoES)
  - b) National Centre for Educational Development (NCED) will provide support to faculty of Education (FoE, Tribhuvan University (TU), for the development of training curricula and materials for the pre-service training programme as Teacher Preparation Course (TPC).
  - c) In the case of primary level, existing pre-service training curriculum (10-month) will be continued to meet the requirement of TPC.
  - d) For lower secondary and secondary teachers, I.Ed./+2

degree and B.Ed/Post Graduate Diploma in Education degree respectively will be considered complied with the training requirement until FoE/TU and other universities are prepared programmatically to launch the very TPC.

- e) Training opportunity will be made available to all prospective teachers through Faculty of Education, Tribhuvan University and other universities including higher secondary schools.
- f) National Center for Educational Development will encourage and provide technical support to the Faculty of Education, other universities and private training institutions to make training opportunity available for all prospective teachers.
- g) National Center for Educational Development will make an arrangement to provide fellowships for pre-service training to the selected female candidates and candidates from Disadvantaged Groups (DAG).
- h) Inclusive Teacher Training Course will be introduced as a part of the regular training programme including language, gender and social, cultural characteristics and students' physical status with an aim of preparing teachers to address the diverse needs of students belonging to various forms of disabilities.

3. *Teaching license will be made pre-requisite for the teaching profession in the school system. Also, provision of license renewal will be established.*

- a) The National Council for Educational Human Resource Development (NCEHRD) will approve curriculum framework and provide policy guidelines regarding licensure.
- b) Teacher Service Commission (TSC) will develop curriculum framework and make required arrangement for providing Teaching License for all interested prospective teachers having training.
- c) TSC will formulate a guideline and implement the teaching license renewal scheme with due consideration for improving expected performance/behavior.

4. *Teacher selection process will gradually be localized in line with the spirit of the Local Self Governance Act (LSGA) and Education Act).*

- a) Local institutions (bodies) will gradually be empowered to carry out the competition-based teacher selection functions through amendment of the education act and regulation.
- b) Provision of awarding 20% bonus points in the selection

examination will be adopted for the candidates from the Disadvantaged Group until next 5 years.

#### Policy Area Two : Teacher Development Programme

The policies under this area intend to develop professional competence in working teachers of all levels of school education in order to cope up with the need for improvement in the quality of teaching. Focus is also placed on developing the teachers and maintaining them in the profession through different schemes.

The policies primarily cover provision of in-service training programmes both certification and recurrent. Under this, matters related to access to the training opportunity, mandatory training requirement, training accreditation and teacher professional development and motivation will be covered.

5. *All untrained working teachers in the school system will be trained in 10-month training at the earliest possible time line.*

- a) The National Center for Educational Development will provide training opportunity to permanent teachers of all levels of school education for 10-month training by building extensive training network among potential training providers such as Educational Training Centers (former Primary Teacher Training Centers, Secondary Education Development Units), Private training institutions, Faculty of Education campuses and other universities etc until the existing mass of untrained teachers remain in the system.
- b) The National Center for Educational Development will implement alternative training programme to those teachers who are fully untrained till the date and are above 45 years of age and 15 years of experience as training waiver scheme.
- c) All working teachers will be provided short-term trainings through the Resource Centers (RCs) on the recurrent basis.
- d) All temporary teachers will be encouraged to receive 10-month pre-service training from the private institutions; the encouragement can be in the form of unpaid leave. Female teachers and teacher from Disadvantaged Group (DAG) will receive special encouragement in the forms of tuition fee subsidies or paid leave.
- e) National Center for Educational Development will manage to provide training to all teachers involved in teaching inclusive education.
- f) Access of private schoolteachers to the in-service training programme will be expanded through public and private provision of training services. In the case of public provision

of services, appropriate cost-sharing modality will be adopted. Private institutions will develop and deliver also customized training course to the private school teachers.

- g) Job induction training of about 7 days will be provided to the newly appointed teachers at the Resource Centers or school level.

6. *Training, licensing and professional development process will be linked to each other in order to consolidate the teacher development provision at all levels of school education.*

- a) The provision of teaching license as a mandatory requirement for the teacher deployment and promotion through the amendment of education regulations will be enforced. Similarly, training will be made pre-requisite for the teaching license.
- b) National Center for Educational Development in collaboration with National Teacher Union will prepare and enforce guideline for Updating of Teaching License. The updating will be considered as a strategy to ensure continuous professional development of teachers and will be linked to the promotion process.
- c) Teacher-qualification, work experience, training achievement, research and innovative works, student achievement will be considered as basis for role assignment, promotion and other incentives.
- d) Teachers will be provided opportunity so as to develop their professional competence through regular engagement in self-learning and sharing of experiences/expertise at the school/Resource Center/district level forums.
- e) National Center for Educational Development will make arrangement for self-learning opportunities through distance mode.
- f) Weighting or credits given by the existing regulations for training in the promotion will be increased up to 25 percent.

7. *Short-term, training, refresher training, and recurrent training will be accredited as a part of the certification training programme.*

- a) National Center for Educational Development will develop Training Accreditation Guidelines and make arrangement for the accreditation of the training programmes.

### Policy Area Three : Training Quality and Standards

Policies in this area intend to ensure the quality and standard of the training programme. For this, policies are framed in relation to curriculum and materials, provision of training professionals, training facilities, monitoring and evaluation.

*8. Effective training curriculum and materials for in-service and pre-service teacher training will be developed and implemented.*

- a) 10-month competency-based in-service training curriculum and materials (packages) will be developed, updated, revised, and standardized by National Center for Educational Development to meet the need of various types of trainees at various levels and training areas.
- b) The in-service training curriculum for the lower secondary and secondary level will be implemented by adopting technically and pragmatically feasible curriculum structure. One of the suggested curriculum structures would include 3 parts. The first part of 2.5 months will be subject-specific with the combination of training-centre and school-based modes (1+1.5 month). The second of 5 months will be distance-based focusing on generic competence and content knowledge base. The third part will again be subject-specific and be delivered in combination of training-centre based and school-based modes for 2.5 months (1+1.5 month)
- c) For the primary level, 10-month pre-service training curriculum will be implemented in two semesters of five months each. In the case of the lower secondary and secondary level, the pre-service programme as Teacher Preparation Course (TPC) will be developed and implemented by the Faculty of Education, Tribhuvan University and universities with the provision that should confirm professional requirement of National Center for Educational Development and Ministry of Education and Sports..
- d) At the primary level; 10-month-in-service training will be continued in 3 phases: Phase I: Basic Training, Phase II: Self-study, and Phase III: School-Based Practicum. The second phase will be delivered through distance mode and rest of the others will be through face-to-face mode.
- e) National Center for Educational Development in collaboration with Department of Education will develop effective courses and materials for the short-term trainings to be delivered through the Resource Centers.
- f) Trainers' Guides (TG), Trainees' Resource Materials (TRM) will be developed, and made available to all trainers, trainees,

and training centers. Private publishers will be allowed for productions and sale to meet the material requirements in the private training institutions.

9. *Well-qualified, trained, and committed trainers will provide teacher training.*

- a) Special measures will be adopted to prepare, develop, motivate, deploy and retain the training professionals for the management and delivery of training programmes through the initiation of National Center for Educational Development.
- b) Only certified trainers/training professionals will run Training of Trainers (ToT) and training courses.
- c) The training will be activity-based with maximum use of participatory and interactive approach. The training sessions consist of a series of guided practice that help teachers develop their desired skills for use in classroom teaching.

10. *Training facilities will be ensured, improved and upgraded for the availability of conducive-learning environment.*

- a) A minimum standard of training facility will be ensured at every in-service training institution through financial, material and technical support from National Center for Educational Development.
- b) The universities and private training institutions will be provided technical support and training resource materials by National Center for Educational Development to maintain resource base appropriate for effective delivery of pre-service training.
- c) National Center for Educational Development will affiliate training institutions that meet minimum standard of training facilities.

11. *Appropriate measures and efforts will be adopted to improve the efficiency of training management at all levels and institutions. National Center for Educational Development will be developed as a role model.*

- a) Training programme will be implemented as planned in Training Master Plan (TMP) at the central level and Zonal Teacher Development Plan (ZTDP) at the Educational Training Centers level in order to increase efficiency and effectiveness.
- b) Training Management Information System (TMIS) will be established and regularly updated at National Center for Educational Development and Educational Training Center level for the provision of effective planning. The Training

Management Information System will be closely coordinated with Education Management Information System of Department of Education.

- c) Special mechanism will be enforced to improve training and accommodation facilities to ensure appropriate learning-environment for training programme.
- d) Training evaluation will be decentralized to Educational Training Center level for immediate and appropriate evaluation.
- e) Training institutions will be made responsible to respond to training requirement of the school as reflected in the School Improvement Plan (SIP).
- f) Adequate learning materials will be developed, stored and utilized appropriately as to create welcoming and friendly environment in the training venues.
- g) There will be at the most 30 trainees in one classroom so that each trainee can interact and practice easily.

12. *Monitoring and post training support scheme will be implemented as a quality assurance measure in training.*

- a) Training standards and Quality Assurance Scheme will be established and maintained by National Center for Educational Development with agreed achievement level, competence and qualitative expectations.
- b) In-built monitoring mechanism will be instituted by National Center For Educational Development at individual training institution to ensure the delivery of services as per agreed standards.
- c) On-the-spot professional backstopping will be provided to trainers as a remedial measure at every provider through a team of monitors developed and assigned by National Center for Educational Development to ensure quality delivery of training.
- d) Capacity of district level managers and head teachers will be developed to enable them to facilitate effective application of teacher training into the classroom and provide post - training support to the teachers in need.
- e) National Center for Educational Development, Faculty of Education, Tribhuvan University and other universities will work closely for establishing training standards, conducting, monitoring and providing backstopping for the training programmes.

13. *For the continual improvement in training, National Center for Educational Development and its institutions at various levels will carry out research, monitoring, and evaluation activities.*

- a) Research and studies such as follow-up study and effectiveness study will be carried out by National Center for Educational Development system.
- b) Facts and information related to entire training system will be recorded, analyzed and retrieved for the purpose of bringing improvement in training.
- c) Practice of Training Identity Card will be established and maintained by the individual training provider and National Center for Educational Development. This will facilitate the process of accreditation and certification.
- d) Proven successful practices on training programs will be documented, updated and published every year by National Center for Educational Development, Educational Training Centers and other training institutions.

14. *Performance indicators will be developed and used for the assessment of the work of training institutions, schools and teachers.*

- a) National Center for Educational Development will establish performance indicators for the good teaching and effective school management.
- b) These performance indicators will be part of the different training courses in educational management.
- c) Ministry of Education and Sports/National Center for Educational Development system will use these indicators as part of the follow-up, monitoring and school evaluation processes.

15. *A continuous evaluation system will be applied to assess trainees' achievement in the training.*

- a) National Center for Educational Development will introduce a continuous evaluation system to evaluate achievement of trainees in the training institutions. The trainees must demonstrate specified level of performance in practicum at school level and in the comprehensive examinations to be declared successful in the training.
- b) Training evaluation system will gradually be decentralized to Educational Training Center (former Primary Teacher Training Center level. Eventually, the examination system will be made an integral part of the training process that concludes at the provision of continuous assessment. For the practicum activities, respective schools will also be authorized to evaluate teacher performance.



## Policy Area Four: Equity Consideration

Policies under this area intend to ensure equity in services related to school education and teacher training. Different policy provisions are covered with appropriate implementation mechanism. The provisions intend to ensure the equity through teacher behaviors and training management procedures.

*16. Serious efforts will be made to maintain gender sensitive and gender balanced behaviors and practices in all programmes.*

- a) In the total training system, gender awareness is aroused, gender friendly training curriculum and texts are developed, discriminatory behaviors are analyzed and discouraged, and gender friendly behaviors are adapted.
- b) Incentive provision (Scholarship) will be adopted to attract candidates from female and disadvantaged group to participate in the pre-service training.
- c) Female teachers will be provided special accommodation facility (hostel, baby caretakers, toilets etc.) in the training institutions.
- d) Special support schemes (Free coaching, orientation, etc.) will be adopted for the candidates from the disadvantaged groups to get through the licensing and teacher selection written test and interview. National Center for Educational Development will mobilize Non-Government Organizations (NGOs), Community-based Organizations (CBOs), and other private training institutions in delivering, guiding, and preparing those candidates for written test and interview.
- e) All forms of social disparities will be explored and approaches will be developed by National Center for Educational Development and universities to ensure parity in relation to gender, caste, ethnicity, region, religion and language by linking these issues in the training curricula and processes.

### S e c t i o n - 2 Management Training

This section emphasizes provisions on the training requirement for the managers working at all levels of educational functionaries. It has also covers different provisions related to continuous development of the managers during the job experience, which is expected to raise quality of services being delivered through every institution.

*17. Job-induction training would be considered as pre-requisite for*

*newly appointed managers (Class II and Class III), including school heads of all levels before holding the position.*

- a) National Center for Educational Development will implement job-induction training programme for the newly recruited managers at all levels before joining the new job. However, this provision will not necessarily apply to the managers promoted from the same system.
- b) The training for newly recruited head-teachers will be conducted through the Resource Centers/Educational Training Centers including former Secondary Education Development Units.
- c) National Center for Educational Development will make an arrangement of job-induction training opportunity to those candidates who are selected as potential candidates for the position of Institution Head in any Ministry of Education and Sports organizations and schools. Selection of such candidates will be done by the concerned authority following special criteria developed in close collaboration with Ministry of Education and Sports.

*18. Educational Management Training will be mandatory to all educational managers and school heads working at all levels.*

- a) National Center for Educational Development will make necessary arrangements for providing educational management training of a minimum of 30 days to all managers.
- b) The training program will focus on effective delivery of educational services resulting in the enhanced quality of school education.

*19. The opportunities for continuous professional development will be created through refresher training programs and self-learning materials and on-site support schemes.*

- a) National Center for Educational Development will design and provide demand-based refresher-training courses and self-learning materials to all in a phased manner.
- b) The training managers will be encouraged for self-initiated professional development and necessary support will be provided to them through immediate supervisors and distance mode.
- c) National Center for Educational Development will gradually introduce provision of Training Identity Card for those of all trained management staff so as to ensure equitable distribution of training opportunities and proper placement.

20. *For the purpose of promoting motivation level and morale of the managers and also for encouraging high performers, special deployment scheme will be devised and implemented.*

a) Ministry of Education and Sports in consultation with National Center for Educational Development will develop and implement special deployment scheme linked with qualification, training achievement and job-performance

### Section – 3

#### Training Professional Development

Policy provisions under this section attempts to cover requirement of academic qualification and professional training for training professionals involved in implementation of training programmes with special reference to in-service training programme. The coverage is also made for continuous development of the professionals and for their career development.

21. *Special package programme will be designed and implemented for trainer preparation, trainer development and motivation to ensure qualified, trained and committed training professionals in the training institutions.*

- a) The Faculty of Education/Tribhuvan University and other universities will initiate the process of developing and implementing Trainer Preparation Course (TPC) with support from Ministry of Education and Sports. The course will be responsive to the needs of all training institutions of the country.
- b) The Trainer Preparation Course will be made mandatory to those of all newly recruited training professionals before joining the new position. The course will be made available in public or private training institutions or in both.
- c) Special entry requirements like qualification and training will be established and enforced for the trainers at different levels by National Council for Educational Human Resource Development /Ministry of Education and Sports. All the trainers at National Center for Educational Development /Educational Training Centers will have at least Master in Education in relevant subject. Similarly, trainers at Resource Center will have at least Bachelor in Education.
- d) Newly recruited or newly deputed trainers will assume their roles only after undergoing a job-induction training of a minimum of 15 days duration run by National Center for Educational Development.
- e) All the trainers/training professionals currently working in the National Center for Educational Development system will have

gone through one to three-month long Trainer Development Course developed by National Center for Educational Development. The course will be made responsive to the need of the learners.

- f) Special criteria will be fixed by Council for Educational Human Resource Development (CEHRD) and executed by Ministry of Education and Sports for the deployment of officials in the National Center for Educational Development system. The criteria will include gender balance, strong professional foundations like academic qualification in relevant field, communication skills (good command in Nepali and English), presentation skills, level of commitment and interest in training and teaching etc.
- g) Special provision will be implemented for self-development of training professionals through self-learning schemes by National Center for Educational Development at all levels.
- h) Ministry of Education and Sports /National Center for Educational Development will adopt special measures for professional development of the training professionals from National Center for Educational Development system and of relevant training professionals from Faculty of Education, Tribhuvan University and other universities by giving special priority to them in Human Resource Development opportunities for enhancing quality in the training programmes.
- i) Training professionals under Ministry of Education and Sports system will be granted sabbatical leave and encouraged for further study and research relevant to the job assignment.

#### S e c t i o n - 4

#### Institutional Arrangement

This section mainly summarizes the policy provisions for establishing coordinated institutional framework with special scheme of regular communication and professional accountability. It emphasizes Extensive Training Networking among training and research institutions all around the country that will be own the responsibility of huge tasks human resource development/training for the Ministry of Education and Sports system.

*22. Teacher training system will be unified and strengthened by merging then training institutions National Center for Educational Development, Distance Education Center, and Secondary Education Development Center into a single umbrella.*

- a) Ministry of Education and Sports will formulate policy in building a unified training authority (currently National Center for Educational Development) responsible for teacher training, management training and developing training professionals by merging the existing training institutions in the country.
- b) National Center for Educational Development will mobilize resources for in-service and pre-service teacher training through establishing partnership and collaboration with the potential training institutions including Faculty of Education, Tribhuvan University in the country.
- c) Roles and responsibilities of different levels of organizations /actors/ bodies involved in training and management will be as follows:
  - Department of Education : Facilitating for planning, providing financial and operational support to SIP
  - National Center for Educational Development: Making overall operation. and coordination of teacher training programme in the school system
  - Regional Education Directorates: Providing back stopping, follow-up & monitoring
  - District Education Offices: Making selection of teachers for training, follow-up and monitoring, establishing Training Management and Information System (TMIS)
  - Resource Centers: Delivering training
  - Educational Training Centers: Delivering training
  - School: Delivering training and making use of training skills
  - Alternative Training Providers (Including mobile teams for in-service): Delivering training
  - Private Providers (Pre-service): Delivering training

23. *The Institutional Linkage with international and national training institutions and agencies will be specified along with the roles and responsibilities of each institutions and agencies.*

### National Center for Educational Development and International Institutions

National Center for Educational Development will establish linkage with similar types of international institutions for professional advancement, cooperation and exchange of technical expertise for programme and materials development. The linkage includes international, regional and sub-regional level institutions.

#### Training Institutions and Schools

National Center for Educational Development through the training institutions will establish partnership with neighboring schools and develop the schools for sharing of experiences and

practicing innovative teaching methods.

*24. Zonal Teacher Training Coordination Committee (ZTTCC) will be established to ensure institutional collaboration, coordination and communication of training programmes, involving representatives from both the public and private training institutions.*

- a) Zonal Teacher Training Coordination Committee will be formulated at each Educational Training Centers 'A' level thus ensuring training coordination, promoting collaboration, and mobilizing support for quality improvement of training.
- b) Resource Centers and other training institutions will be controlled and facilitated for the process of delivering short-term trainings by the training zones.

*25. National Center for Educational Development will be authorized to hire experts from other professional institutions on the part time basis for technical support and technology transfer.*

- a) Ministry of Education and Sports will authorize National Center for Educational Development to hire experts from other professional institutions for especially developing training materials and research functions.

*26. National Center for Educational Development system will be provided professional autonomy in order to enhance organizational effectiveness and institutional capacity.*

- a) National Center for Educational Development and its allied institutions will be provided professional autonomy. The professional autonomy primarily covers designing and delivering short-term innovative training programmes as per the demand of customers to provide professional services on cost sharing basis. Such offers can come from private teacher training institutions, private schools and private school heads, teachers' unions and public school teachers' union.