


Study Leave for Dentists in training – general principles

Dentists in training are referred to the national policy for study leave and local processes. In all areas, the following principles should apply:

- Foundation Dentists and longitudinal Joint Dental Foundation Core Trainees (JDFCT) in the primary care element, attend a mandatory NHS England study programme, therefore, are not entitled to any additional study leave. Any exception to this can only be at the discretion of the Postgraduate Dental Dean.
- Dentists in training within longitudinal JDFCT Training programmes in the secondary care element attend a mandatory NHS England -study programme which counts towards study day entitlement. Any additional discretionary study days during the hospital rotation may be agreed locally but must be approved in advance by the relevant Training Programme Director, requested via the local study leave process and align to the individual trainee's personal development plan.
- In relation to international study leave requests, Dental Core Training years 1 to 3 should be viewed as one training programme and therefore one international request allowed in three years. Support for international conferences is at the discretion of the Postgraduate Dental Dean and is only considered if the applicant is presenting.
- In general, dentists in training should be progressing satisfactorily (achieved an outcome 1 at the most recent IRCP or FRCP) and meeting core curriculum requirements before considering applying for nonmandatory discretionary study leave.

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- At all times (with the sole exception of taking an exam or when so advised by a TPD) Regional Teaching programmes provided locally should take precedence over any discretionary study day requests.
 - Dentists in training should apply for study leave using the appropriate local process for that region

Individual Study Leave Requests

- Sign off must be obtained prior to attendance at a course; retrospective applications will not be considered.
- Activities that cost more than £600 require sign off from the Deputy Dental Dean or, in their absence, the Dental Dean.
- Trainees may also submit claims for “aspirational” activities. It is essential that any aspirational activity is included in the trainee’s PDP, and it will also require an additional level of sign off Deputy Dental Dean or, in their absence, the Dental Dean. The trainee will be expected to provide a supporting statement explaining why competencies gained from such an activity cannot be achieved from local and/or regional programmes and what will be their personal gain. Aspirational activities will generally only be approved if the trainee is up to date with their training and development including the completion of all portfolio administrative elements.

Study leave funding will be distributed as fairly and as effectively as possible within the guidance provided in this policy. A flexible approach to how much funding is allocated to individuals will be adopted, recognising that there is wide variation in the cost of the delivery of different curricula depending on the level of training and the specialty programme.