



T Level Technical Qualification in Education and Early Years

Employer set project (ESP)

Assisting Teaching

Pro-formas

V2.1: Additional sample materials
15 November 2023
603/5829/4
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Task 1 – planning

The following forms are for use in task 1:

- 1(a) intervention plan
- 1(b) activity plan

Note: the spaces provided below are **not** indicative of length of response required. However, you should consider how you will approach this task with your response.

SAMPLE

Task 1(a) – intervention plan

Copy this template to complete your intervention plan

Child name		Child's strengths and interests		
Child age		Child's developmental needs		
Setting				
Area of development	Support strategies (your role/partnerships/communication)	Appropriate resources	Links to educational theory/concepts/pedagogy	Intended outcomes
How progress will be tracked and monitored				

Task 1(b) – activity plan

Copy this template to complete your activity plan

Child's name	
Aims of activity	
Links to curriculum	
Links to educational theory, concepts and/or pedagogy	
Appropriate resources	
Support strategies (your role/partnerships/communication)	
Use of observation during the activity	
Hazards, risks and controls	
Intended outcomes	

Task 2(a) – peer discussion for activity planning

The following forms are for use in task 2(a):

- 2(a)(i) preparation for peer discussion
- 2(a)(ii) feedback from peer discussion

Note: the spaces provided below are **not** indicative of length of response required. However, you should consider how you will approach this task with your response.

SAMPLE

Task 2(a)(i) – preparation for peer discussion form

Copy this table to provide individual feedback for each student within your group.

Student name:	
Activity plan:	
Date:	

State one aspect of the student's activity plan that you thought would work well and why.
Prepare one question to ask about the student's activity plan. Your question should be about how and why they have designed the plan the way it is.
Provide one example of how you feel the student's activity plan could be improved.

The tutor must sign this piece of work for the purposes of validation.

Student number:	Provider number:
Student name:	Tutor name:
Student signature:	Tutor signature:

Task 3 – tutor discussion

Note: the spaces provided below are **not** indicative of length of response required. Consideration should be given to the time limit stated in the conditions of the assessment section of the task.

You should consider the following areas when presenting and justifying your planned approach and activity plan. You may use the headings below or consider an alternative approach to setting out the details of your discussion points (for example, presentation slides).

Key elements of your planned approach/intervention plan

Details of your activity

How your activity will support your planned approach

Details of the review undertaken as a result of the peer discussion

Once you have presented, your tutor will ask you questions on the following areas:

- how your approach is informed by educational theories, concepts or pedagogies
- how your communication skills will support the child's progress
- how well you feel your planned approach and/or activity plan meets a specific element of the brief
-

You can use this information to support your response to questions asked. You must ensure you are able to capture an audio recording to submit as evidence.

Task 4 – reflective account

Note: The space provided below is **not** indicative of length of response required. Consideration should be given to the time limit stated in the conditions of the assessment section of the task.

You should consider the following areas when completing this task:

- how well you felt that you conveyed your planned approach and activity plan in your presentation, including questions answered
- how well you feel, since completing task 1, that you will meet the anticipated outcomes of your approach
- how you would improve any element of your work, including working collaboratively with peers, for future practice

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Owner: Head of Assessment Design

Change history record

Version	Description of change	Date of approval	Date of issue
1.0	Produced to support Summer 2021 teacher assessed grades		April 2021
1.1	NCFE Rebrand		December 2021
v2.0	Annual review 2023: Name changed to Education and Early Years	June 2023	19 June 2023
v2.1	Sample added as watermark	November 2023	15 November 2023