

# Teaching Assistant

☆ Level 3    £ £7,000    📅 18 months

## 1. What the role entails

Teaching Assistants work in primary, secondary, special educational needs and disabilities (SEND) schools, alternative provision, and further education institutions such as sixth forms and colleges. A Teaching Assistant may support and interact with all learners including SEND learners who may have social, emotional and mental-health vulnerabilities as well as high-attaining students who may require additional stretch and challenge.

The broad purpose of the occupation is to support the class teacher to enhance learners' progress and development either in groups or individually, ensuring that learners understand their work, know their learning objectives, and display positive learning behaviours in order to make progress.

Teaching Assistants are a role model in the classroom, supporting positive learning behaviours and contributing to the development of a safe and stimulating learning environment. Teaching Assistants will also work in partnership with teachers and other professionals within the school and education system, as well as with learners' parents or carers.

## 2. On-programme assessments

Apprentices must spend a minimum of 12 months on-programme and undertake the minimum required off-the-job training as per the ESFA funding rules. The employer must be content that the apprentice is working at or above the occupational standard.

The apprentice must achieve the following on-programme assessment requirements prior to Gateway:

- Level 2 Functional Skills English and maths or equivalent qualifications
- A completed Portfolio of Evidence to underpin the Professional Discussion.

## 3. Gateway requirements

The decision to take an apprentice through Gateway is made between the employer, Independent Training Provider (ITP) and the apprentice. The apprentice should only enter Gateway once the employer is content that the apprentice is working at or above the level of the occupational standard.

The apprentice must also have completed all the on-programme elements before they enter Gateway, including submitting a Portfolio of Evidence to underpin the Professional Discussion.

## 4. End-point assessment

The EPA for Teaching Assistant contains two methods of assessment:

### Observation with Questions

The Observation with Questions allows the Independent End-Point Assessor (IEPA) to see the apprentice during their normal everyday work. This assessment method is undertaken in the apprentice's workplace and will be a total of 110 minutes. The Observation itself will last 90 minutes, followed by a 20 minute questioning session to check the understanding of the knowledge, skills and behaviours (KSBs) observed.

**Grading:** Fail, Pass or Distinction.

### Professional Discussion underpinned by a Portfolio of Evidence

The Professional Discussion is a structured discussion designed to draw out the best of the apprentice's competence and excellence, and cover the KSBs assigned to this assessment method. It is a two-way discussion which involves both the IEPA and the apprentice actively listening and participating in a formal conversation. The apprentice will utilise their Portfolio of Evidence throughout to provide evidence of their practice during the Professional Discussion. The Professional Discussion must last for 90 minutes.

**Grading:** Fail, Pass or Distinction.

## 5. Grade aggregation table

Observation with Questioning	Professional Discussion	Overall Grading
Pass	Pass	Pass
Pass	Distinction	Merit
Distinction	Pass	Merit
Distinction	Distinction	Distinction

A Fail in any assessment method will result in a Fail overall.

## 6. Completion and certification

Once the IEPA verifies the apprentice has successfully completed all EPAs, NCFE will activate certification. Working with the apprenticeship certificate issuing authority, we will ensure the apprentice receives their certificate.

## 7. What next?

As well as ensuring full competency as a Teaching Assistant, this standard provides a foundation for potential progression into a number of career paths in the education sector, including Higher Level Teaching Assistant, Assistant Teacher and Teacher. There are also other apprenticeship standards to progress onto such as Level 4 Assessor Coach or Level 5 Learning and Skills Teacher.

### Why NCFE?

We are an approved End-Point Assessment Organisation (EPAO) specialising in EPA delivery across Health, Education, Social Care, Finance, Digital and Business apprenticeship standards. NCFE offers flexible and reliable EPA solutions supported by sector expertise, guidance documents and proactive service and support.