

Level 3 SEND TA Apprenticeship Pilot

ELP are pleased to announce the launch of the SEND TA Apprenticeship Pilot.

As a direct result of the feedback received from HTs, the ELP Board has agreed to support an apprenticeship pilot as part of our recruitment to the SEND workforce campaign. We will be working in partnership with the council's Employment, Enterprise, and Apprenticeships team to carry out an 18-month pilot to establish an apprenticeship in schools pathway.

As a result of the pilot, we hope that up to 12 participants will have secured positions in schools in TA roles. Additionally, we aim to establish processes and systems to support schools in offering apprenticeships across a wide range of roles, and to enroll new apprentices into our schools.

To begin this pilot, we are looking for 12 participants. These participants will already be employees of the school and ready to step up into the TA role. The schools will need to agree to the 20% study time that is taken during contracted working hours. The course will begin in January 2025.

Additional support from ELP and LA:

- Apprenticeship Network for participants to meet the other apprentices across the LA
- Dedicated apprenticeships officer to support schools and school mentors with queries or seeking advice
- Dedicated officer to support apprentices
- Additional Ealing SEND specific training carried out at the EEC (counts as part of 20% study time)
- Training days at specialist provisions (counts as part of 20% study time)

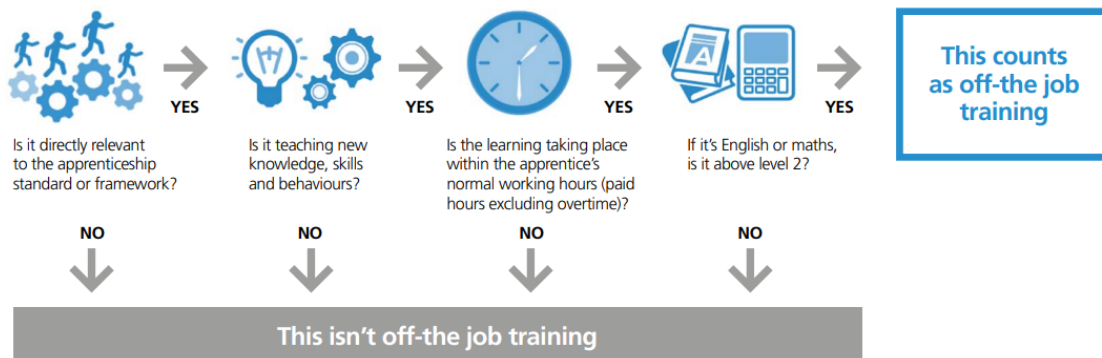
Criteria to become an apprentice you must:

- Be 16 or over
- Be living in England
- Not be in full-time education
- Have grade C/4 or equivalent in English and Maths OR sit and pass Functional Skills Level 2

Commitment from schools:

- Apprentices must be paid as TAs and are entitled to be paid at least the minimum wage
- Apprentices are entitled to holiday pay and other [employee rights](#)
- Allocate a Mentor to offer support, guidance and carry out observations
- 20% study and training time allocated to each Apprentice – this is time for apprentices to take part in programme modules and also includes in school training such as observing colleagues, school INSET etc.

Off-the-job training: steps to help you determine whether an activity counts as off-the-job training



Key facts

1 Off-the-job training must make up at least 20% of the apprentice's normal working hours (paid hours excluding overtime) over the planned duration of the apprenticeship.

2 You can deliver off-the-job training in the apprentice's normal workplace or at an external location.

3 Progress reviews and on-programme assessment do not count towards 20% off-the-job training.

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You can find further details about off-the-job training including best practice examples in the [apprenticeship funding rules 2019 to 2020](#), and the [apprenticeships: off-the-job training guidance](#) on GOV.UK

If you have a member of staff who would like to become a SEND TA Apprentice, please share your expression of interest with Madhu by Friday 18th October. If you would like more information, there will be an on-line briefing for HTs and Senior Leaders on Tuesday 24th September at 2pm-2.45pm. Please use the link below to join.

[Join the meeting now](#)

Meeting ID: 321 059 545 013

Passcode: k5NiL5