

Norfolk PE Teaching Competence Standards Course
Secondary 2011
An accredited course for Cover Supervisors (NVQ Level 3)

A new course has been designed for Cover Supervisors to be trained to deliver high quality PE in high schools during periods of absence from PE staff. This successful and popular course is in its second year, with much interest already aroused from Heads of PE and Head Teachers whom we have already spoken to across the county. The course for 2011 is now available for colleagues to book on, with the Mentor training event scheduled for the 18 February 2011 and the course starting officially in at the end of February 2011.

The whole programme is based around a series of competencies, which form the Norfolk PE Teaching Competence Standard (Secondary). Delegates will work with their school based mentor, attending training with Norfolk Children's Services and work towards achieving these standards over an appropriate time scale for them.

The course will also be accredited nationally allowing successful candidates to receive a national Level 3 qualification. Upon satisfactory completion, Head teachers' will be able to deploy them in full confidence that they are complying with all appropriate legislation including health and safety and 'specified work' regulations (S12003/1663) as well as ensuring a high quality experience and entitlement for their young people.

The course consists of a series of essential core modules required by all as well as activity specific courses such as Athletics, Dance, Invasion Games, Net/Wall Games and Field/Strike Games. External verification from the course tutor team is also required and in this way you can see that it mirrors initial teacher training and TDA guideline. The course is rigorous and robust. No written assignments are required but delegates will be expected to provide a detailed portfolio of progress.

The costs for the programme have been designed to be spread over two financial years to ease the potential budget impact for schools. However it must be stressed that to bring in outside agencies to deliver cover through PE can cost schools far in excess of the programme costs. The entire package costs £1,100 for the full year programme. This is split into an initial fee of £600 per delegate at the start of the course and then the second £500 will be charged at the beginning of the new financial year. There are two Lesson Observations that are assessed by one of the course tutor team, both of which must be passed. Where schools wish more than one delegate to be registered we are able to offer a reduction in the assessment visit costs so please contact us to discuss this. High Quality PE and Sport is our mutual aim and we are delighted that so many schools (15 High Schools in Cohort 1) are showing interest in engaging with this programme.

Attached to this letter are the key dates for this programme for Headteachers to be aware of. All schools wishing to participate in this programme need to make the following commitments:

- ◇ We have 2 hours curriculum time for PE (meeting the government PSA target)
- ◇ We have schemes of work in place
- ◇ We are working towards the governments 5 hour offer
- ◇ We are committed to delegate release time for the completion of modules
- ◇ We will ensure a dedicated Mentor within the school to support the delegate(s)
- ◇ We are committed to developing High Quality PE and School Sport

- ◇ We will allow our delegate(s) access to a *minimum* of one hour per week in the PE Department

Similar courses that have taken place (at primary level) have run in excess of our maximum number due to demand. We have taken the decision to keep an upper ceiling of 25 delegates so please respond quickly as we anticipate places to be taken up quickly. Any queries about any aspect of the course, then please ring on 01603 697000 (**or 01603 303301 after 27th October when we relocate to the PDC**).

To facilitate an application we have attached a booking form to this letter for your convenience. Alternatively you can download this form from our website: www.schools.norfolk.gov.uk/go/pe or contact us for a copy if required (01603 697000). Please return this to us, at the address on the form as soon as possible. The closing date for the course is the 14 Jan 2011, or sooner if the course reaches the 25 place total, as places are allocated on a first come, first served basis.

We very much hope that this course will be of interest to you in helping to create greater flexibility in the workforce and ensuring high quality delivery across the school.

Keren Thompson
County PE Adviser
PE, Sport and Physical Development

Children's Services
County Advisor
PE, Sport and Physical Development Service
The Turner Road Centre
Turner Road
Norwich NR2 4HB
Tel: 01603 697006
Fax: 01603 760448
Email: keren.thompson@norfolk.gov.uk

**Please note after 27th October we will be located at:
The Professional Development Centre
Woodside Road
Norwich
NR7 9QL
Tele: 01603307759**