

Norfolk PE Teaching Competence Course – commencing January ‘09

To help schools implement a flexible and sustainable approach to PPA time and PE teaching, whilst still ensuring the delivery of High Quality PE and school sport, Norfolk PE, Sport and Physical Development Service has designed a specific support programme. Introduced in 2005, the Norfolk PE Teaching Competence Course (NPETCs) for Teaching Assistants is now in its fourth successful year with over 130 TA's trained. In a nutshell the course provides training, support and mentoring for HLTA's and Teaching Assistants so that they can be awarded, by Norfolk County Council, a certificate of competence to teach Physical Education lessons in the primary phase (Yr R- Yr 6).

In order to achieve the necessary requirements for this award a series of Competencies or "Standards" have been designed and are rigorously applied. These Standards form the Norfolk PE Teaching Competence Standard and are directly comparable with the TDA's Standards for the award of Qualified Teacher Status (QTS). Delegates will work in and with their school (a mentor will offer on site support and will attend a specific briefing), attend in-service training with Norfolk Children's Services PE, Sport and Physical Development staff and work towards achieving the Standards over an appropriate time scale. Headteachers' will then be able to deploy them in full confidence that they are complying with all the appropriate legislation including health and safety and the "specified work" regulations (SI2003/1663).

There are a series of essential modules required by all as well as activity specific courses. The pathway through the programme will be different for delegates who want only to work in key stage 1 or only in key stage 2. Some delegates will want to attend all the modules to offer the most flexibility to their schools or to ensure a thorough understanding of differentiation and progression. This latter route is our preferred model to ensure high quality PE.

When delegates and their school based mentor believe that they are meeting and consistently demonstrating the full spectrum of the Standards, external verification from Norfolk County PE and Sport Service is required. This involves two separate half-day visits to observe and feedback on their teaching of a whole class, discussions with the delegate and review of their Standards, discussions with both their mentor and headteacher. One of these two visits to observe teaching and learning must include a Gymnastics lesson. The initial package price is £500 for the full programme of training and mentor support briefing. Should schools wish to send more than one delegate then headteachers should contact myself to discuss how we can work together to reduce costs.

The validation of the delegate(s) needs to be paid for at the half-day rate of £250 per visit which equates to £500 for full validation. This can be taken from the advice and support package which some schools buy into or can be spread into the new financial year / old year as appropriate to support schools budgeting. This means that for a school to achieve a fully qualified Teaching Assistant to deliver high quality PE and school sport the cost per candidate upon completion is £1000.

Interest in this course is extremely high and all previous courses have been heavily oversubscribed. We would urge you to consider carefully who you want to send on this course and to apply early as places will be allocated on a first come, first served basis only. Should you wish to discuss the programme further then please contact me directly using the numbers above and I will be happy to answer your queries.

Attached to this letter are the key dates for this programme, starting in January 2009, for Headteachers to be fully aware of. All Schools wishing to participate in this programme need to be able to make the following commitments:

- ◆ Delivering 2 hours a week curricular PE
- ◆ Be striving towards the Governments 5 hour offer (made up of 2 hours curricular and up to 3 hours a week of school sport)
- ◆ Have a scheme of work for PE in place
- ◆ Have a PE Subject Leader in place
- ◆ Commit 2 half-day's advice and support for external support/verification on site
- ◆ Ensure release time for TA to complete all appropriate modules
- ◆ Be committed to developing High Quality PE and school support
- ◆ Be committed to the 5 outcomes of Every Child Matters

If you would like to secure a place for your Teaching Assistant(s) then please complete the attached form and return to me as soon as possible. If you would like further details or to discuss the possibility of being flexible on the course fees for multiple candidates then please contact me directly.

We are also hoping to offer a Mentors briefing session on the pre-term date in January, further details will follow for schools booking on.

We very much hope that this course will be of interest to you and your staff.

Martin Radmore
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Children's Services
PE, Sport and Physical Development Service Turner Road Centre
Turner Road
Norwich
NR2 4HB

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Email: martin.radmore@norfolk.gov.uk

Norfolk PE Teaching Competence Programme (NPETCs)

This programme seeks to give Teaching Assistants (including HLTA's), chosen by headteachers from Norfolk Schools, the knowledge, skills and understanding to teach National Curriculum Physical Education within a safe and challenging environment. Competence will be assessed through the application of key standards, school based assessment, self-assessment and external verification. The programme will allow successful candidates to be awarded the Norfolk PE Teaching Competence Standard and to be deployed to teach physical education and school sport.

Please complete the following details to request a place for your HLTA or Teaching Assistant.

Name of School:..... Tele:.....

Headteacher:..... Signed:.....

Nominated School Based Mentor.....(name)

Position within school:..... Wish to attend Mentor Briefing Y/N

Candidate(s) name:.....HLTA / TA (please indicate)

..... HLTA / TA (please indicate)

<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

We have 2 hours curriculum time for PE

We have a scheme of work for PE

The school will allocate a days funding for 2 x ½ day validation visits [£500].

The school will release candidate (s) for all essential modules and activity specific ones

We want the candidate to access:

- All Modules (Essential, KS1 and KS2)
- KS1 only (Essential and KS1)
- KS2 only (Essential and KS2)

<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

- Any relevant qualifications to support the individual applicant(s) (eg Sports Coaching awards)

The School understands the costs involved in this programme and that the investment in CPD for our Teaching Assistant will help deliver high quality learning opportunities for our young people. We believe that the candidate(s) with the appropriate support and training is a suitable candidate(s) for the programme and is fully supported by the headteacher.

This completed form can be e-mailed to: martin.radmore@norfolk.gov.uk or faxed back to: 01603 760448

This completed form can also be sent by post to:

Martin Radmore
PE and Sport Development Unit
Turner Road Centre
Turner Road
Norwich
NR2 4HB

Closing date for all applications
is Friday, December 5th 2008.