

Introduction to Classroom Assistants

Course information Sheet

Tutor:

Day and Time:

Venue:

Course Code:

Who is the course for:

This course is aimed at those completely new to the role of classroom assistants.

Duration:

10 weeks (2.5 hours per taught session).

Course Description:

This is a non accredited course, ie. it does not lead to a qualification.

The course gives foundation knowledge for those who desire to learn more about the role of the Classroom Assistant, and may want to develop a career path in this area.

Educational topics will be introduced and explored.

Candidates will complete a small portfolio.

Any Necessary Experience?

None.

Course Requirements:

Candidates are required to have a placement (usually voluntary) in school, or other educational setting. This will also aid preparation for the NVQ Level 2.

Because a placement in school is an integral part of this course, students will be required to produce evidence of a full and current Criminal Records Bureau Clearance at enrolment.

Teaching and Learning Methods:

A variety of methods will be used throughout the course such as lectures, demonstrations and discussions. There will also be opportunities for interaction and exchanging ideas with the tutor, and other candidates.

What you need to bring:

A ring binder, pens and plastic pockets, to keep work and handouts in.

Guidance will be given as to appropriate texts to read to aid your understanding.

Some resources are available for loan.

Progression Route:

The City & Guilds NVQ Level 2 for Teaching Assistants.

City & Guilds NVQ Level 2 for Teaching Assistants Course information Sheet

Tutor:
Venue:

Day and Time:
Course Code:

Who is the course for:

This course is aimed at unqualified classroom assistants.

Duration:

32 weeks (2.5 hours per taught session).

Course Description:

This is an accredited course, leading to a recognised qualification, which will provide candidates with the necessary knowledge for the award of NVQ Level 2 for Teaching Assistants. Educational topics will be explored, with additional input from visiting speakers. Candidates will need to complete a portfolio and be observed by an NVQ Assessor, together these will provide evidence of professional competence.

Any Necessary Experience?

Completion of the Introduction to Classroom Assistant course is advised for those completely new to the role. A minimum of 6 months experience of working in school, whether in an employed, or a voluntary capacity. Experience of building a portfolio would be useful, but guidance will be given.

Course Requirements:

A pre-course guidance interview will be given prior to the course, for candidates to ask any questions and to ensure that this is the right course for them. Candidates must have a placement of a minimum of 6 hours per week in school, or other educational setting. It is essential for the candidate to have a mentor, from their placement, during the course. As part of the portfolio building candidates will be expected to obtain written assessments from the teacher/mentor with whom they have their placement. Candidates should anticipate approximately 4 hours homework per week. Because a placement in school is an integral part of this course, students will be required to produce evidence of a full and current Criminal Records Bureau clearance at enrolment.

Teaching and Learning Methods:

A variety of methods will be used throughout the course such as lectures, demonstrations and discussions. There will also be opportunities for interaction and exchanging ideas with the tutor, other candidates, and visiting speakers. There will be individual tutorials for students throughout the course.

What you need to bring:

A lever arch file, pens and plastic pockets, to keep work and handouts in. There are no compulsory textbooks, although guidance will be given as to appropriate texts to read. Some resources are available for loan.

Progression Route:

The City & Guilds NVQ Level 3 for Teaching Assistants.

City & Guilds NVQ Level 3 for Teaching Assistants

Course information Sheet

Tutor:
Venue:

Day and Time:
Course Code:

Who is the course for:

This course is aimed at classroom assistants in paid employment in school, with at least 2 years experience.

Duration:

36 weeks (2.5 hours per taught session).

Course Description:

This is an accredited course, leading to a recognised qualification, which will provide candidates with the necessary underpinning knowledge for the award of NVQ Level 3 for Teaching Assistants. Educational topics will be explored and there will be additional input from visiting speakers. Candidates will need to complete a portfolio and be observed by an NVQ Assessor, together these will provide evidence of professional competence.

Any Necessary Experience?

Completion of the 7321-01 or the NVQ Level 2 is advised. A minimum of 2 years experience of working in school. Experience of building a portfolio would be useful but not essential as guidance will be given.

Course Requirements:

A pre-course guidance interview will be given prior to the course commencing, for candidates to ask any questions and to ensure that this is the right course for them. Candidates must be able to offer a minimum of 15 hours per week in school, or other educational setting. These can be all contractual hours, or a combination of contractual plus voluntary hours. It is essential for the candidate to have a mentor, from their placement, during the course. As part of the portfolio building candidates will be expected to obtain written assessments from the teacher/mentor with whom they have their placement. Candidates should anticipate approximately 6 hours homework per week. Because employment by a school is an integral part of this course, students will be required to produce evidence of a full and current Criminal Records Bureau Clearance at enrolment.

Teaching and Learning Methods:

A variety of methods will be used throughout the course such as lectures, demonstrations and discussions. There will also be opportunities for interaction and exchanging ideas with the tutor, other candidates, and visiting speakers. There will be individual tutorials for students throughout the course.

What you need to bring:

A lever arch file, pens and plastic pockets, to keep work and handouts in. There are no compulsory textbooks, although guidance will be given as to appropriate texts to read, some resources are available for loan.

Progression Route:

A NVQ Level 4, please discuss with your tutor.