

HLTA Preparation for Assessment Programme

This programme prepares candidates to be assessed against the national HLTA standards, leading to the award of HLTA status. It is intended for teaching assistants who wish to further develop their teaching skills before being assessed for HLTA status.

Course structure

To support candidates in gaining HLTA status the course provides preparation for statutory assessment and a deeper understanding of the role of a HLTA. Candidates will attend four full face-to-face days over the duration of two terms. These four full days will focus on preparing candidates for assessment and how to present evidence to meet the national HLTA standards.

What do candidates have to do?

To support the development of candidates' ability to teach whole classes, candidates will need to have the opportunity to teach each week in their own school during the course. As part of the assessment process, candidates will have to provide a portfolio of evidence to show that they meet the HLTA standards and will be assessed in school by an independent assessor.

Course Fees

The cost of this course is **£1100**. The fees include the cost of the programme and the assessment process. There may be a subsidy available for Opportunity Area schools.

Entry qualifications for candidates

Prior to starting the course, it is essential that candidates have a Level 2 qualification in both English and maths. Examples of Level 2 qualifications that are acceptable include: GCSE Grades A*-C; Adult Literacy or Numeracy. We will need to see original certificates for both qualifications.

Headteacher and Mentor Support

In supporting a candidate's application for this course, headteachers will be asked to confirm that they have the ability to achieve the HLTA standards within the duration of the course. The standards can be found on the HLTA National Assessment Partnership website at www.hlta.org.uk. It is important that candidates have the facility to practice and develop their skills. It is imperative therefore that they have a timetabled commitment to teach a class for approximately half day per week for the duration of the course. During the first term, there is an expectation that the class teacher supports the candidate in the classroom. The candidate's school must be willing to allocate an in-school mentor to support their development (this could be the teacher of the class they are working in). The mentor must be an experienced and capable teacher – someone who is able to support the candidate's pedagogical development effectively throughout the course.

What is the format of the assessment?

The assessment comprises a half-day visit to the candidate's school by an HLTA assessor. During the assessment visit, the assessor speaks to the candidate, to colleagues and to the headteacher (or another member of the leadership team). The assessor spends time looking at the portfolio of evidence.

Who validates the award?

HLTA status is accredited by the HTLA National Assessment Partnership. This body awards nationally recognised HLTA status. This course is accredited via "HLTA North of England". Further details can be found on the Partnership website at www.hlta.org.uk

How to Apply

Please email the Alliance Admin Team on scarboroughteachingalliance@childhaven.n-yorks.sch.uk to book your place.

Session Details

Date	Session Input	Session type
Tuesday 20 th April 2021	<i>Standards / What makes an effective HLTA?</i>	<p>Day 1</p> <p><u>Virtual Session Times:</u> 9.30 – 10.30</p> <p>Break & Gap Task</p> <p>11.30 – 12.30</p> <p>1.30 – 2.30</p> <p>Gap Task</p>
Tuesday 11 th May 2021	<i>Standards / Tasks in detail</i>	<p>Day 2</p> <p><u>Virtual Session Times:</u> 9.30 – 10.30</p> <p>Break & Gap Task</p> <p>11.30 – 12.30</p> <p>1.30 – 2.30</p> <p>Gap Task</p>
Tuesday 15 th June 2021	<i>Standards / Building a portfolio</i>	<p>Day 3</p> <p><u>Virtual Session Times:</u> 9.30 – 10.30</p> <p>Break & Gap Task</p> <p>11.30 – 12.30</p> <p>1.30 – 2.30</p> <p>Gap Task</p>
Tuesday 6 th July 2021	<i>Assessment day and file completion</i>	<p>Day 4</p> <p><u>Virtual Session Times:</u> 9.30 – 10.30</p> <p>Break & Gap Task</p> <p>11.30 – 12.30</p> <p>1.30 – 2.30</p> <p>Gap Task</p>