

# SPORTING FUTURES TRAINING APPRENTICESHIPS



INFORMATION ON SCHOOL-BASED AND  
COMMUNITY APPRENTICESHIPS



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INTENT: Giving individuals  
opportunities to aspire and achieve  
through the delivery of High-Quality  
apprenticeships



Please Scan



# APPRENTICESHIPS

## COMPANY BACKGROUND

*The uniqueness of the Sporting Futures Training program is.*

### THE PEOPLE –

*Like-minded, committed Professionals working with their schools and communities. Valuing the impact that the program has on the lives of individuals.*

***Ofsted Sept 2021. 'Apprentices at SFT strive and achieve the highest professional standards. They show outstanding enthusiasm and commitment in their job roles.'***



## Sporting Futures Training INTRODUCTION

The Teachers Training Team.

An award winning, innovative, dynamic company, driven by a desire to create opportunities and raise aspirations for individuals through apprenticeships.

This ethos of Sporting Futures Training is at the heart of our delivery and through a naturally evolving program our focus continues to be on offering life experience that will allow for our learners to aim high in both life and work.

Our commitment to delivering high quality at every level has led to consistently excellent achievement rates and progression routes for our learners.

Our successful PE Apprenticeship programme has been expanded in response to the needs of schools and we have taken our unique style of delivery and created a more diverse school-based Apprenticeships package that includes Classroom Teaching Assistant, Early Years Practitioner and Team Leader

A successful upskill program also offers schools the ideal opportunity to utilise their Levy contributions and work with us to produce a bespoke training program for their Teaching Assistants that aligns with the level 3 TA Standard.

Corporate delivery also comes in the form of a successful Team Leader program, delivered by our experienced senior team.

We offer, no nonsense, straightforward guidance on how to maximise and enhance your workforce through apprenticeships.

## ● BENEFITS OF EMPLOYING AN APPRENTICE

Be aware that the Government offer Grants as incentives to employ an apprentice., but at going to press the £1000 Age Incentive for a 16–18-year-old is still available. SFT will keep you informed with any new announcements.

The Sporting Futures Training model can work alongside Schools and Communities to create value through:

### The Apprentice:

- Employment for young people and more experienced individuals.
- Fully funded CPD opportunities for existing staff
- Raises self-esteem and confidence.
- Increases life opportunities.
- Raises aspiration.

### The School Employer:

- Positive role model for young people.
- Increased opportunities for participation during lunchtime/afterschool activities – wraparound care support
- 1:1 support for Recovery Curriculum - supporting the reconnection of young people in a variety of ways.
- Small group intervention
- Provision of employability and enhanced provision for young people.
- Extension of the Leadership Pathway.
- Opportunity to deliver and support extra-curricular provision across specific subject areas
- Extra support within the school community and opportunity to support the wider community

### PE Specific

- Timely valuable use of *PE and Sports premium* (not yet confirmed). Primary Only
- Engaging young people through healthy lifestyle agenda. Role models for Health and Wellbeing initiatives
- Provision of School Games workforce.
- Increase opportunities for young people to access physical activities, health and well-being agenda
- Supporting and assisting the PE and wider curriculum.

### Classroom Teaching Assistants

- Employment opportunities for individuals with genuine career pathway.
- Enhancing workforce capacity within schools and providing bespoke training and development linked to school agendas.
- Additional support for recovery/reconnection curriculum
- Small group intervention numeracy/literacy
- Fully funded CPD for existing staff – provides enhanced skills and knowledge, motivation, commitment to staff development

### Team Leader /Supervisor

- Enhances skill set to prepare individuals for a leadership role
- Supports in both school and corporate setting and is bespoke for the needs of that setting.
- UPSKILL of existing staff – provides enhanced CPD, motivation, commitment to staff development,
- Prepare staff for their next step

### National Agendas

- Employment opportunities for individuals with genuine career pathways.
- Supports the Government Employability Agenda and apprenticeship targets for public sector
- PE Specific: Provides a Legacy PE and School Sport workforce to support the local PE and Sport networks as a vehicle for delivery of key programs alongside County Sports Partnership's and community clubs.



2021/2023

**TO SEE OUR FULL OFFER OF APPRENTICESHIP STANDARDS  
PLEASE READ ON**

## ● APPRENTICESHIP SPORTS RELATED STANDARDS



Level 2 Community Activator  
– Coach - Health and Well-being  
13-14 months Duration

### IMPACT

Role model for PE/School Sport, Health and Wellbeing

-Increase opportunities and capacity for extra-curricular provision – wraparound provision

-National agenda ambassador (Mile-a-Day / Change for life)

-Support PE curriculum delivery

Funding Band

£6000 from Apprenticeship Levy

Non-levy employers contribute 5% £300 towards training costs



Level 3 Teaching Assistant - PE Specific  
13-14 months Duration

### IMPACT

Gain new ideas / strategies for use in the classroom setting in the Teaching Assistant role.

- Development of knowledge, skills and behaviours relevant to the Teaching Assistant role

-Opportunities to share good practice through partnership working with other local

Funding Band

£5000 from Apprenticeship Levy

Non-levy employers contribute 5% £250 towards training costs



Level 4 Sports Coach in a school or Community setting  
16-19 months Duration

### IMPACT

Gain knowledge and skills to drive the development of the whole school PE and School Sport strategy

- Enhance teaching and curriculum planning skills

-Opportunities to share good practice through partnership working with other Apprentices and schools

-Work with existing community club and club members to develop skills and competencies in a community coach setting

-In a community setting work in community club or within community developmental setting to support young people within the identified sport/s

- Opportunity to gain relevant Level 2 National

Governing Body Qualification

Funding Band

£9000 from Apprenticeship Levy

Non-levy employers contribute 5% £450 towards training costs

# Apprenticeship GENERIC STANDARDS

Look Out for  
Government  
Incentives for the  
employment of new  
Apprentices



Level 2 Early Years  
Practitioner  
13 -14 months Duration

## IMPACT

Additional support in early  
years setting

Increased staff capacity

Support Early years delivery

Development of knowledge,  
skills and behaviours  
relevant to the Early Years  
Practitioner role

## Funding Band

£6000 from  
Apprenticeship Levy

Non-levy employers  
contribute 5% £300  
towards training costs



Level 3 Teaching Assistant  
Classroom based  
13-14 months Duration

## IMPACT

Gain new ideas / strategies  
for use in the classroom  
setting

Development of knowledge,  
skills and behaviours  
relevant to the TA role

Opportunities to share good  
practice through partnership  
working with other local  
schools

Opportunities to upskill  
existing TA's and offer  
bespoke training that  
compliments whole school  
development plans

## Funding Band

£5000 from  
Apprenticeship Levy

Non-levy employers  
contribute 5% £250  
towards training costs



Level 3 Team  
Leader/Supervisor  
13-14 months Duration

## IMPACT

Gain understanding in leading  
and managing people

Develop skills and knowledge  
that build positive relationships  
and effective communication

Operational Management and  
project management

Develop awareness and  
understanding of financial  
responsibilities related to  
position

## Funding Band

£4500 from  
Apprenticeship Levy

Non-levy employers  
contribute 5% £225  
towards training costs



## ● APPRENTICESHIPS FOR THE COMMUNITY AND SPORTING ORGANISATIONS

# STANDARDS



Level 3 Event Assistant  
15 -16 months Duration

### IMPACT

Additional support for organisational leads, helping with event management

-Increased staff capacity

-Understanding how an event moves through the event cycle from initial brief through to delivery and evaluation

-Gain understanding and KSBs related to the role of an Event Assistant as determined by localized settings

### Funding Band

£9000 from  
Apprenticeship Levy

Non-levy employers  
contribute 5% £450  
towards training costs

Level 4 Sports Coach  
in a school or Community  
setting  
16-19 months Duration-  
as shown Page 4



Level 3 Community Sport  
and Health Officer

15-18 months Duration

### IMPACT

Gain new ideas / strategies for use in the community setting

- Development of knowledge, skills and behaviours relevant to the position.

Role based in a community and individual working with the sport for social change agenda

-understanding barriers  
to participation

-Developing strategies  
for behaviour management

### Funding Band

£9000 from  
Apprenticeship Levy

Non-levy employers  
contribute 5% £450  
towards training costs

[www.sportingfuturestraining.co.uk](http://www.sportingfuturestraining.co.uk)

# Support and Training

## ● EXPECTATIONS - RECRUITMENT

### 20% OFF THE JOB TRAINING

#### Support and Training

- Each school will be assigned a Lead Tutor who will have the responsibility of overseeing and line managing the apprentice and ensuring they are fulfilling their role within the schools/community/corporate setting.
- The Lead Tutor will work alongside and support the employer to ensure the apprentice has access to a quality work experience.
- The Lead Tutor will be the key contact between the apprentice, the school/community/corporate mentor and Sporting Futures.
- If the school becomes a hub site for delivery of the Sporting Futures Training program - a partner /provider agreement will be drawn up to safeguard all parties and outline expectations.
- Sporting Futures Training will work alongside both the Lead Tutor and the work setting and will be ultimately responsible for ensuring every apprentice has access to a high-quality working, learning experience.

#### IMPORTANT Information relating to employment of an Apprentice.

It is important that all schools and work settings understand and appreciate the involvement of the apprentices within your Schools /work settings and appreciate that ultimately the support and delivery of the SFT program comes with key factors to consider.

Each apprentice is based and employed within either a Primary/Secondary school or work setting. As such they are a member of staff, an employee within their host school or work setting.



#### RECRUITMENT

The Sporting Futures Training Recruitment Team will fully support with advertising and signposting suitable applicants to the work setting.

It is then the responsibility of the school/work setting to recruit via their own safer recruitment systems and to carry out DBS on the successful applicant.

Once decisions are made, contact SFT and we will begin and share registration procedures for both the employer and apprentice.

20% 

### Off the Job Learning

In the workplace your apprentice will be required to have 20% Off the Job Learning.

This will be led by their tutor and will involve various development opportunities to enhance their knowledge, skills and behaviours within their role in the workplace.





*Ofsted Sept 2021: 'Apprentices benefit from expert workplace mentors.'*

# Employer Guidance

## Mentor Role



### Guidance for an Employer of an apprentice working in a school/community setting

The apprentices are support staff with a varying degree of experience.

Each apprentice will progress at a different rate as determined by their level of competence and experience.

Internal performance management will indicate the stage of development of an apprentice, showing their understanding of the role and their abilities to apply knowledge, skills and behaviours appropriately to undertake their job role.

As such, the Headteacher/line manager should decide upon their level of responsibility within their work setting



#### Community Activator Apprenticeship

**Level 2** - By mid- way through their apprenticeship most apprentices will be internally trained to allow for their competence to be assessed by your school/club mentor/HT to determine whether you can give them increased responsibility with regards to their job role. At this point if they are 18 plus years old, you will be able to give them more responsibility with clubs, this is entirely at the Headteachers/line managers discretion.

#### Level 3 TA with PE Focus and Level 4 Sports Coach in a school setting Apprenticeships

– HT's discretion with regards to level of competence and responsibility of individual relating to physical activity and school sports delivery within their school setting.

Performance management will determine competence and degree of responsibility.

### Training Requirements to fulfil Apprenticeship.

A program of training is developed to meet individual, school and local needs. A full training calendar will be discussed, agreed and issued at the start of each apprenticeship program.

**PE Specific** – There may be potential involvement in School sports partnership /County Sports Partnership events, and this does result in the Apprentice being needed in a volunteering capacity. Every effort will be made to ensure advanced communications allow for continuity of school/training delivery, but please can we ask for a degree of flexibility for occasional instances of additional Training opportunities for your apprentice.

#### FUNCTIONAL SKILLS

It must also be noted that if your apprentice requires their Functional Skills Math's/English there will be an embedded program of learning for them to follow. It is important that they fully embrace the planned program to give them the best opportunity to achieve their qualification, otherwise they may not achieve their apprenticeship.

**SAFEGUARDING: Whilst it is the responsibility of the Employer in accordance with safer recruiting – SFT will ensure all apprentices have at the very minimum our SFT awareness of safeguarding in a school/work setting training and safeguarding will be embedded throughout delivery.**

#### Role of the Apprentice Mentor in work setting/s

- To ensure apprentice is given appropriate workload.
- To support apprentice within their host setting and be point of contact for both and Tutor/SFT.
- To attend one termly briefing with Lead Tutor to outline program, to complete 10-12 weekly employers report for progress review of the apprentice.
- Where and when possible, to observe and monitor performance of Apprentice and to give feedback for development.
- Ensure apprentices are given appropriate break times and access to lunch and time each day for preparation and planning.
- Access to a computer and email is important.



# Expectations of Placement:

(All apprenticeship standards are different this is an example of tasks related to a PE and Teaching Assistant role)

*An example:* A Community Activator Apprentice could be tasked with:

- If supporting physical activity, health and well-being an apprentice could be tasked to support staff with delivery of PE, School Sport, lunchtime, afterschool clubs, wraparound care clubs and activities.
- Dependent upon localised delivery, training plans i.e., to support with delivery of competitions, link with School Games Organiser. 20% off the job training is integral to an apprenticeship program and this will be logged by the apprentice and overseen by the tutor.

An apprentice should be encouraged to assist with extra-curricular activities and as they develop, they can become role models and will be able to monitor new initiatives such as, Change for Life Clubs, Daily Mile, Playground Leaders, support Young Ambassadors, Sports Leaders and potentially support and lead youth sports forums within schools.

- A PE board or Health and Wellbeing display could become the responsibility of the apprentice.
- From experience we must ask that your apprentice is given time to complete coursework, which will involve preparation and planning. Time will also need to be dedicated to developing the apprentices English and math skills where required.
- Depending upon ability, confidence, and competence of apprentice they can work leading warm-ups and leading small groups of identified young people in sports related activities.
- Support classroom-based work when PE is NOT timetabled e.g., paired reading / small group activities.
- Confidentiality will be adhered to by apprentices and all aspects of safeguarding covered through their training plus additional school specific training as appropriate.

A Classroom Teaching Assistant Apprentice could be tasked with a negotiated delivery such as the following.

- Supporting small groups in class setting
- Supporting class teacher with delivery of lessons
- Additional support for recovery curriculum

Clearly, the above are examples of Teaching Assistant and Community Activator apprenticeships. Other apprenticeship standards can offer their apprentices a range of experiences to develop their knowledge, skills and behaviours and as appropriate to develop their level of competence within their designated job role their role.





## ABOUT:

*Ofsted 2021: 'Apprentices learn from highly skilled and qualified tutors. Apprentices gain substantial new teaching skills and a good understanding of the different stages of education. They themselves quickly become highly skilled at managing any challenging behaviour by children in sports sessions and in the classroom.'*

## TUTORS:

### Lead Tutor: Individual Identified within your area:

- Will provide, co-ordinate and support apprentice with any training requirements (20% off the job training) and provide a calendar for key centralised delivery to be led by tutor and /or SFT Curriculum Leads.
- Will provide support for implementation of the program with the key point of contact within each school.
- Will attend central quality assurance delivery once a term with SFT core team to adapt, develop and quality assure the delivery of the SFT program.
- Will be available if issues arise and will be your first point of contact.
- Will work with employers and partners to ensure a quality experience is offered to all apprentices
- Will evaluate delivery and collect case studies etc. for advocacy of program.
- Will complete all the required tracking documentation with the mentor/employer and send through to central office every 10-12 weeks to monitor apprentice progress.

## WAGES OVERVIEW:

These rates are for the National Living Wage (for those aged 23 and over) and the National Minimum Wage (for those of at least school leaving age) from 1 April 2022.

### National Apprentice Wage Table April 2021 – Hourly Rate used as a guide

National Guidelines Apprentice Wage Table	Apprentice  Starting salary for any Apprentice in first year – can be negotiated to uplift by employers.	17 years In second year of Apprentice National Minimum Wage	18 to 20 years In second year of Apprentice National Minimum Wage	21 to 22 years In second year of Apprentice National Minimum Wage	23 and over In second year of Apprentice National Living Wage
April 2021	£4.30	£4.62	£6.56	£8.36	£8.91
April 2022 (New Rate)	£4.81		£6.83	£9.18	£9.50

We would hope schools would negotiate uplifts to salaries to reflect previous experience and to support Apprentices with transport to training events etc.



## FINDING AN APPRENTICE



### Finding an Apprentice

- SFT support schools with recruitment
- SFT advertise the position on the Government, 'Find an apprentice', website, also through our own website and external channels social media etc.
- Use your networks to see if there are any suitable youngsters or experienced individuals out there for whom this would be a great opportunity.
- Your Lead Tutor in your area will circulate the information of positions available throughout your local secondary schools, Further Education establishments.

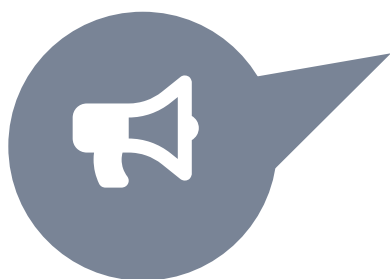
If required, we will support your area with an information evening for likely apprentices and their parents and if you have already identified individual then they will be invited along.

### What happens now?

If you are interested in working with Sporting Futures Training, please contact us on:

Tel: 01438 791068 E-Mail: [admin@sportingfutures.co.uk](mailto:admin@sportingfutures.co.uk)





## Ofsted Full report September 2021- *a few comments*

*Leaders are rigorous and demanding in their drive for improvement.*

*Leaders have planned a rich and ambitious curriculum.*

*Tutors expertly coach apprentices to become reflective practitioners. They encourage apprentices to reflect on what went well and how to improve.*

*Leaders listen carefully and respond swiftly to feedback from apprentices, employers and governors to bring about positive changes.*

*Leaders have developed a strong culture of safeguarding.*

*To see the full report:*

<https://www.sportingfuturestraining.co.uk/wp-content/uploads/2021/11/10192233-Sporting-Futures-Tra-1278643-Final.pdf>

## Ofsted Monitoring report March 2021

*'Leaders and managers have very high expectations of their apprentices and teaching staff. They strongly believe that apprentices should be aspirational with their career choices. Hence a significant proportion of apprentices achieve their qualification regardless of their starting points. They move onto successful careers and/or further and higher education.'*

### Headteacher Feedback 2020

"Communication and support for the apprentice was excellent".

"SFT: Positive, Constructive feedback, care about the apprentices"

"Our apprentice was excellent in his support of the department during lockdown".

### Learner Progress and Impact Final Evaluation 2020. Best Bits:

"All of it ...I've loved doing this apprenticeship".

"Coming out of lockdown a better person and getting a job".

"Becoming part of the family".

"Meeting new friends and learning new skills that I can take into my future jobs".





## Thank you for your interest in Sporting Futures Training

*Working with dedicated professionals across the following areas and beyond*



Sporting Futures Training will keep employers posted with regards to any Government incentives related to employing a new apprentice

There is a currently a £1000 age incentive for 16-18 yr. old



@SF\_TrainingUK

# Thank You

[www.Sportingfuturestraining.co.uk](http://www.Sportingfuturestraining.co.uk)



## NOTES

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