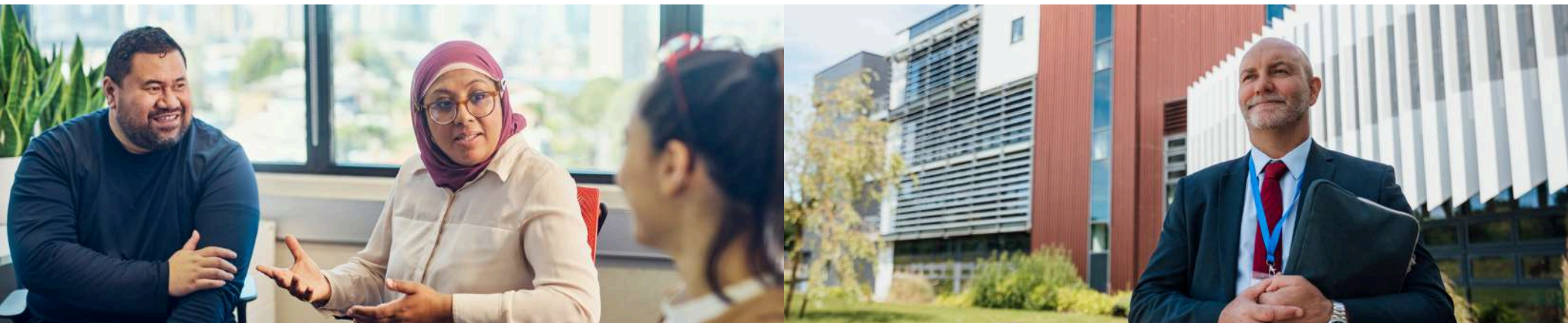




# Senior Leader Apprenticeship with NPQSL

## Level 7

Funded through the Apprenticeship Levy



## Welcome to the Level 7 Senior Leader Apprenticeship with NPQSL

This leadership programme offers a unique opportunity to earn two valuable qualifications simultaneously.

Participants will achieve both a National Professional Qualification (NPQ) and an apprenticeship certification. By combining these two pathways, you'll gain a well-rounded skillset that blends specialised educational leadership with adaptable management practices.

This dual qualification is designed for school and college leaders who are, or who are aspiring to be, a senior leader with cross-school/cross-college responsibilities, including recently appointed headteachers.

The programme has been mapped to the Department of Education's National Professional Qualification (NPQ): Senior Leadership Framework and the knowledge, skills and behaviours outlined in the Level 7 Senior Leader apprenticeship standard.

### At a glance:

-  Duration: 18 months
-  Blended learning, with face to face events
-  Achieve two valuable qualifications
-  Delivered by Educational & Sporting Futures and LLSE

## Who We Are

Educational and Sporting Futures are an innovative Ofsted 'Outstanding' apprenticeship training provider, that creates opportunities and raises aspirations through apprenticeship pathways. Founded in 2011, we have deep roots within education and partner with schools, Multi-Academy Trusts and colleges to help build successful and effective teams.

LLSE is a not-for-profit organisation committed to working in partnership with schools and colleges to secure excellence in teaching and leadership. We are highly collaborative and committed to creating a culture of continuous improvement to ensure the highest quality of professional development.



## Programme Content

The following are examples of the key topics, which are explored through the lens of the work of a senior leader:

- School / college culture
- Teaching
- Curriculum and assessment
- Behaviour
- Additional and special educational needs and disabilities
- Finance and budgeting
- Organisational management
- Driving sustainable change
- Working in partnership
- Using data and assessing impact
- Implementing a 'change project'



## Why Choose the Senior Leader Apprenticeship with NPQSL?

This integrated programme will enable you to:

**Enhance your leadership skills:** Extend and deepen your leadership knowledge through engaging with current research and applying evidence-based strategies to real-world challenges.



**Evidence-based practice:** The programme is grounded in the latest research and evidence, enabling you to learn about and apply effective leadership practices to your setting.



**Improved school outcomes:** By developing your leadership skills and knowledge, you can contribute to improved outcomes for students and staff in your school.



**Increased self-awareness and confidence:** Via our 360 feedback tool, you'll self-reflect and gain feedback in order to identify your strengths and areas for development as a leader.



**Networking opportunities:** The programme brings together senior leaders from different schools and contexts via face-to-face workshops, online webinars and 1:1 coaching, providing numerous opportunities to learn from and collaborate with peers.



**Opportunities for future development:** Use credits achieved from your nationally recognised NPQSL towards further study and as evidence for career advancement.



## Your Apprenticeship Programme

How will I study?

Throughout your programme, you will receive support from your dedicated apprenticeship and NPQ facilitator.

Additional support will be provided by your in-school coach who will join your apprenticeship facilitator to review your progress on six occasions throughout the programme.

You will engage in a variety of learning activities, enabling you to learn and apply your new knowledge and skills through practical activities and projects. This includes:



### Synchronous Learning

4 full day face to face events  
8 half day remote workshops  
4 half day remote webinars



### 360 Leadership Tool

Inclusive of three personalised coaching sessions



### Asynchronous Online Learning

Self-directed study and research using a bespoke learning platform



### Online Personal Progress Reviews

Six reviews with your apprenticeship facilitator and your in-school coach



### Application of Learning

Lead change within your setting through delivery of a bespoke action project



### Networking

Opportunities to network and share good practice with local colleagues



# The Learning Journey

## Phase 1: Underpinning knowledge: leadership theories, horizon scanning and your setting

### Workshop

- Leadership and change: Theories, Models, Attributes and Your Setting

### 1 day face-to-face training event

- Part 1: Effective professional development
- Part 2: The National context of education

### Webinar

- How can we support colleagues to deliver high quality coaching and mentoring to improve all aspects of teaching?
- Giving and receiving feedback + 360 Leadership Tool

### Webinar

- Undertaking research to understand the changing needs of pupils
- Using data to make evidence informed decisions

### Workshop

- Effective communication : Understanding the landscape and using marketing strategies to build ethos and reputation

## Phase 2: Preparing to implement change; Fitness, Feasibility and Staff Readiness

### 1 day face-to-face training event

- Using approaches to decision making to drive sustainable improvement
- The foundations of effective teaching

### Webinar

- How can we work with colleagues to apply research driven best practice to assessment and feedback in the classroom?
- Supporting colleagues and being a role model for good practice

### Webinar

- Financial Strategies
- Preparing for the delivery of a clear implementation plan, judging the readiness of the school, preparing staff and resources
- Preparing for your 'change project'

## Phase 4: Evaluating Impact and supporting sustainable change

### Workshop

- Corporate Social Responsibility (CSR)

### 1 day face to face training event

- Recruiting, Developing, Supporting and Managing colleagues
- Using financial and risk assessment when planning workforce

### Webinar

- Contributing to the prioritisation, allocation and management of resources to ensure the sustainability of your school's strategic goals
- The basic principles of school budgeting

### Webinar

- Evaluating the design and delivery of implementation so that change can be sustained
- Preparation for End Point Assessment

## Phase 3: Driving Positive Change

### Workshop

- Managing and responding to a crisis situation
- Risk management techniques

### 1 day face to face training event

- How can we support colleagues to create environments that have a positive impact on pupil's learning
- Sharing good practice

### Webinar

- How can we support parents in engaging in their child/ren's learning

### Webinar

- Using the EEF implementation cycle to deliver planned interventions/initiatives
- Capturing the impact of your project

- Gateway Meeting and End Point Assessment
- NPQSL Assessment Window

### Plus additional optional training

Virtual Specialist SEND Masterclasses delivered on a termly basis to develop knowledge and understanding of supporting children with SEND. Webinars include understanding and supporting: Dyslexia, Dyscalculia, Autism Spectrum Disorder, Communication Needs.



Fully funded  
by the  
Apprenticeship  
Levy

## Assessment

Formative assessment takes place throughout the programme, helping you to understand the progress you are making, and for your facilitators to adapt your learning experiences.

Whilst studying, regular progress reviews will take place with you, your in-school coach and your apprenticeship facilitator. The final assessments provide the opportunity to demonstrate the full range of knowledge, skills, and behaviours you have developed throughout the programme.

There are two separate assessment processes, one of each of your qualifications.

### For the Apprenticeship:

The apprenticeship End Point Assessment (EPA) takes place over a 8-10 week period and comprises:

- Portfolio of evidence that documents your understanding of the required Knowledge, Skills and Behaviours (KSBs)
- Strategic Business Proposal (4,000 words) plus presentation
- Professional discussion based on your portfolio of evidence.

### For the NPQSL:

You will need to meet two criteria in order to achieve the NPQSL:

- Engagement with a minimum of 90% of the course
- Successful completion of the NPQSL Summative Assessment which takes the form of a 2,500-word response to a case study, completed in a single 8-day window at the end of your programme. The assessment will give you the opportunity to demonstrate how you would deploy the knowledge, skills and understanding gained through the NPQ to lead and implement a specific aspect of change.

## Apprenticeship Levy Funding

The Senior Leader Apprenticeship with NPQSL is eligible for full funding through the Apprenticeship Levy. The programme has a funding band of £14,000 (subject to reductions based on prior learning and experience).

### How does the funding work?

- If your employer (school, nursery, MAT, or local authority) has a salary bill of over £3 million, they will be a levy-paying organisation, which means 100% of the cost of the programme can be funded from the employer's levy pot. Levy paying employers can access their funds through the central Digital Apprenticeship Service (DAS).
- Local Authority schools contribute to a large levy, known as a shared levy pot. Funding can be accessed even if your school payroll is below the £3 million levy threshold and this can be requested via the Local Authority's Apprenticeship Levy Manager.
- Where a maintained school sits within a Local Authority levy arrangement, Educational and Sporting Futures can work with the Local Authority to explore procurement processes.
- Non-levy paying employers (i.e. with a salary bill of under £3 million) are required to contribute 5% to the cost of the programme - this is £700. Where this is the case, Educational and Sporting Futures can work with your employer to seek support from a levy transfer partner with the aim of alleviating the fees, however this cannot be guaranteed.

## Off-the-job Training

Off-the-job training is a key part of your development. This means dedicated time during your normal working hours to focus on learning and applying new skills related to your apprenticeship.

Think of it as your chance to dive deeper, expand your knowledge, and grow professionally.

All of the required learning during the programme (asynchronous learning, workshops, webinars, face-to-face events and progress reviews) count towards your Off-the-job time. It can however also include a variety of other activities, such as:

- Reading relevant articles or publications and staying up-to-date on education or leadership trends and developments
- Applying your knowledge to real-world projects, solidifying your leadership skills and confidence

- Networking with peers and education leaders
- Spending time learning from colleagues and leaders across your setting
- Setting personal and career objectives and reflecting on progress
- Research and revision
- Coaching and mentoring with both your apprenticeship facilitator and your in-school coach

Essentially, any activity that helps you develop the knowledge, skills, and behaviours outlined in your apprenticeship standard counts as "off-the-job" training. This dedicated learning time is crucial for your success and will help you become a skilled and competent leader in your setting.

## Eligibility

To be eligible for this programme you will need to:

- Have the right to work in the UK
- Be employed for a minimum of 16 hours per week in England
- Provide evidence of a GCSE English and Maths at a Grade 4 (Grade C) or a Level 2 Functional Skills

You will also require approval from your Headteacher / Sponsor.

## How to Apply

1

Please register at: [learn.llse.org.uk/apply](https://learn.llse.org.uk/apply)

Complete your personal details. These will be pre-selected, but ensure they're set to:

- NPQ programme: Level 7 Senior Leader Apprenticeship with NPQSL
- Delivery Partner: LLSE National
- Cluster: Level 7 Senior Leader Apprenticeship with NPQSL

You'll then receive an email from LLSE Learn with your username and password so that you can continue your application

2

Register with the DfE:

[register-national-professional-qualifications.education.gov.uk/](https://register-national-professional-qualifications.education.gov.uk/)

If you do not have a Teacher Reference Number (TRN), you will need to apply for one at [gov.uk/guidance/teacher-reference-number-trn](https://gov.uk/guidance/teacher-reference-number-trn) before you can register via the DfE portal

3

Complete your Applicant registration form

- Enter your personal details, contacts, tell us about your role and confirm your eligibility for the programme
- Upload Photo ID
- Upload GCSE English and Maths or Functional Skills certificates
- Share your reasons for choosing this programme

4

Complete your Employer registration form

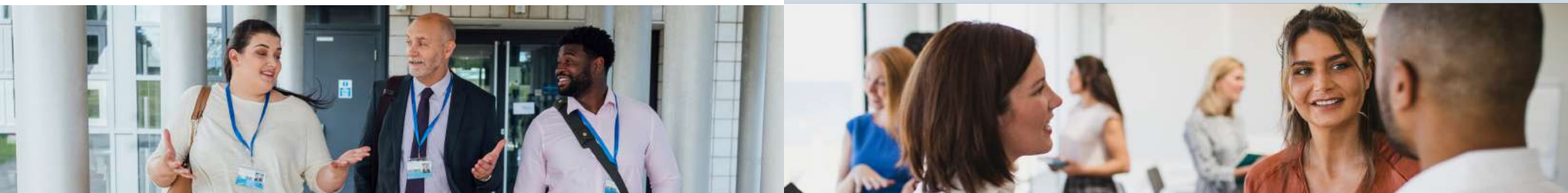
- Enter school address and details for key contacts
- Confirm whether your school is a levy or non-levy organisation
- Let us know a convenient date and time for your enrolment meeting

It's best to complete this form with and/or share the link with your employer

5

Your Headteacher/Sponsor and in-school coach will receive emails to confirm they approve your participation in the programme

Our online dashboard will guide you through each step of the process.



## Frequently asked questions

### 01. Can I complete an apprenticeship as a part-time member of staff?

You need to be employed for a minimum of 16 hours per week to undertake the apprenticeship and will need to attend all the synchronous training events as outlined in the calendar. It is likely that the duration of the apprenticeship will be extended so that you have longer to complete the evidence tasks and asynchronous learning.

### 02. How do I know if my school pays into the apprenticeship levy?

If your employer (school, nursery, MAT, or local authority) has a salary bill of over £3 million, they will be a levy-paying organisation, which means 100% of the cost of the programme can be funded from the employer's levy pot.

Non-levy paying employers (i.e. with a salary bill of under £3 million) are required to contribute 5% to the cost of the programme - this is £700. Where this is the case, we can work with your employer to seek support from a levy transfer partner with the aim of alleviating the fees, however this cannot be guaranteed.

### 03. What if my school is a local authority school and doesn't have a payroll of £3 million?

Local Authority schools contribute to a large levy, known as a shared levy pot. Funding can be accessed even if your school payroll is below the £3 million levy threshold and this can be requested via the Local Authority's Apprenticeship Levy Manager.

Most Local Authorities have a list of the apprenticeship providers they work with. If you let us know which local authority you fall under and we can check whether we are already on their list or work with your Local Authority to explore procurement processes.

### 04. What commitment do I need to make during my time at work in order to fulfil the requirements of the apprenticeship? Do I need to be 'off the job' 1 day per week?

Off-the-job training is dedicated time, during your normal working hours, in which you focus on learning and applying new skills related to your apprenticeship.

All of the required learning during the programme (asynchronous learning, workshops, webinars, face-to-face events and progress reviews) count towards your Off-the-job time.

Additional activities such as project work, shadowing colleagues, wider reading and research all count. Via our online platform, LLSE Learn, we're able to sign-post a number of opportunities which count as Off-the-job. During your enrolment meeting we can discuss how this can work alongside a busy job role!

### 05. If I move school halfway through the apprenticeship, is it transferrable to my new employer?

Yes, it is possible to change schools and continue on the apprenticeship, if geography allows and you can access the face-to-face training. You'll need to speak to your apprenticeship facilitator if this situation occurs so that we can ensure your new employer is suitable.


### 06. How can I apply for this programme?

Please see the 'How to Apply' page for a breakdown of the application steps. These will be completed online. You will be required to upload photo ID and evidence of GCSE Maths and English or Level 2 Functional Skills - you might like to look these out early on in the application process.



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