

Diploma for Lead International Teaching Assistants

Assessment Criteria

All candidates will have access to an online portfolio where they can watch interactive online tutorials and upload assignments. This work will then be assessed by a personal tutor from Alpha and given feedback. Candidates will be fully supported throughout their course by an occupationally competent and experienced personal tutor.

Candidates will complete five key mandatory units to encourage reflection, share best practice, and complete assignments relating theory to practice which is directly relevant to the role of international TAs. Assignments are marked Pass (P), Merit (M), or Distinction (D). To achieve a pass in each assignment, the three 'P' criteria must be achieved. If the merit 'M' criteria is completed in addition to all 'P' criteria, you achieve a merit. If all criteria are completed including the 'D' criteria, you will achieve a distinction for that unit.

Mandatory Units	
1	Advanced Teacher and Learning Support
2	Leadership Skills
3	Coaching and Mentoring
4	Building a Cohesive Team
5	Delivering Training

Unit 1: Advanced Teaching and Learning Support

Assignment 1		
P1	Create a document to explain the concept of metacognition and growth mindset, quality questioning and leading learning conversations	<p>Define metacognition and growth mindset</p> <p>Outline the concept of metacognition and growth mindset</p>
P2	Explain the value of metacognition and growth mindset and the impact they can make on learning	<p>How do metacognition and growth mindset impact on learning?</p> <p>Why are metacognition and growth mindset important?</p>
P3	Outline five metacognitive strategies	<p>Research 5 metacognitive strategies</p> <p>How can each of the strategies be used in the classroom?</p> <p>What are the benefits of each of your chosen strategies?</p>
M1	Critically evaluate your ability to extend learning through using metacognition and growth mindset	<p>Use examples of lessons where you have implemented metacognitive strategies</p> <p>Use examples of how you have promoted growth mindset</p> <p>What went well? What will you improve next time? What were the positive outcomes for the children?</p>
D1	Create and deliver a training session to train other teaching assistants in your team about the benefits of metacognition and growth mindset	<p>Submit your training plan and any resources used to deliver the training, e.g. PowerPoint, handouts, and/or activities</p> <p>Evaluate your training session. Consider whether you achieved your objectives and the action steps the Tas are planning to put into place</p>

Unit 2: Leadership Skills

Assignment 2		
P1	Create a document for a new Lead TA to provide advice on how to be a great leader	Focus on mindset and skills it takes to be a leader
P2	Outline the characteristics of an effective leader	You may wish to consider key personality characteristics and behaviours Activities such as active listening, being solution-focused and building common goals
P3	Outline how to get the best from a TA team	What actions can a Lead TA take to encourage team members to be the best they can be? How can a Lead TA get the best from their team? What are the actions and ethos of a great Lead TA?
M1	Analyse your leadership style	What style of leadership do you most naturally adopt? How can your leadership style impact the team? How and when do you adapt your leadership style? How do personality differences impact a team? How can issues be dealt with effectively?
D1	Evaluate your ability to lead a team of teaching assistants	What are your strengths as a leader? What are your areas for development? How are you going to build on your areas for development? Put together a plan for your personal development and explain how your actions will improve your skills

Unit 3: Coaching and Mentoring

Assignment 3		
P1	Explain the differences and similarities of coaching and mentoring	<p>Definitions of coaching</p> <p>Definitions of mentoring</p> <p>Overlaps in definitions</p>
P2	Outline two models of coaching and describe how these theories could be used in school	<p>Give an overview of two models of coaching</p> <p>Outline how these models might work in school</p>
P3	Outline the benefits of coaching and mentoring	<p>What are the benefits of coaching and mentoring?</p> <p>What impact can coaching and mentoring make on a TA team?</p>
M1	Evaluate the value of coaching and mentoring in your setting	<p>What positive impact can coaching and mentoring have on your TA team?</p> <p>What are the challenges that can be faced in implementing coaching and mentoring in school?</p>
D1	Analyse your ability as a coach or mentor	<p>What are your personal strengths as a coach and mentor?</p> <p>What are your areas for development?</p>

Unit 4: Building a Cohesive Team

Assignment 4

P1	Explain what is meant by a cohesive team	<p>What is meant by great teamwork?</p> <p>What are the characteristics of an effective team?</p>
P2	What are the responsibilities of team members within a cohesive team?	<p>Personal commitment to the team</p> <p>Work ethic</p>
P3	Outline the activities of a cohesive team	<p>You may wish to consider meetings, peer observations, sharing ideas, training</p>
M1	Analyse the challenges faced by teams	<p>What are the challenges faced by teams?</p> <p>Consider challenges on a personal and whole team level.</p> <p>How can we overcome these challenges?</p>
D1	Evaluate your ability to lead a cohesive team	<p>Consider your strengths and areas for development</p> <p>How are you working to overcome challenges faced by the team?</p>

Unit 5: Delivering Training

Assignment 5		
P1	Explain why training is an essential professional development tool	<p>Why is training valuable?</p> <p>What are the issues that can be overcome through effective training?</p>
P2	Outline the characteristics of an effective training session	<p>What makes an effective training session?</p> <p>What are the key elements of an effective training session?</p>
P3	Outline the training needs of the Teaching Assistant team in your setting	<p>Include evidence of how you have researched the training needs, e.g. peer observations, questionnaires, professional discussions</p>
M1	Devise a training plan to meet the needs of the Teaching Assistant team	<p>Include an overview of training to be provided over a period of time, e.g. a term</p> <p>Provide at least one detailed plan for a training session</p>
D1	Evaluate your ability to deliver training to the team	<p>Deliver one or more of the training sessions outlined for M1</p> <p>Consider the effectiveness of your training in meeting the training needs of the team</p> <p>Consider the effectiveness of your training</p> <p>How can you improve as a training facilitator?</p>