

Highfield **Level 3** End-Point Assessment for **ST0384 Team** **Leader v1.3**



Government funding band – **£5,000**



On-programme duration – **typically 15 months**



Gateway requirements – **achieved level 2 English and maths (optional for 19+, please see funding rules), submitted a portfolio of evidence, submitted organisation's policies and procedures**



End-point assessment methods – **presentation with questions, professional discussion underpinned by a portfolio of evidence**

Overview of the standard

A team leader is found in organisations where there is a requirement for first-line management and a need to support teams and senior management.

The broad purpose of the occupation is a team leader role, with operational and project responsibilities. They will have responsibility for managing individuals, a team, or elements of a project. They provide direction, instructions, and guidance to ensure the achievement of set goals. Team leaders are vital for the smooth functioning of all departments in any organisation and are often responsible for ensuring the function is correctly administered and maintained in line with legislation of the organisation's procedures.

Roles/occupations may include duty lead, team leader, project lead, shift supervisor, supervisor and trading manager.

The programme's structure

Your apprentice will be placed in a role for typically 15 months during which they will be supported while on-programme by their tutor. Their tutor will review the progress of the apprentice during the 15 months against the standard to ensure they are prepared for the end-point assessment.



Your apprentice's journey



Ready for training

- Initial assessment
- English and maths training (optional for 19+, please see funding rules)
- On-programme training to meet the requirements of the standard
- Gateway readiness self-assessment

Set for assessment

The end-point assessment methods are:

Presentation with questions

- a presentation submitted by the end of week 4 of the EPA
- 20-minute presentation
- 30-minute question and answer session with an independent assessor

Professional discussion underpinned by a portfolio of evidence:

- 60-minute formal two-way discussion with an independent assessor
- Portfolio of evidence is submitted at gateway but is not directly assessed

Go further

By the end of this apprenticeship the candidate will progress further in the sector in related job roles, such as a department manager or general manager.

Available support

On-programme support

- Delivery resources
- Tutor support resources, including innovative and multi-device e-learning courses.

End-point assessment support

- Gateway and mock assessments
- Bespoke end-point assessment solutions
- Progression tracking system
- Staff training, standardisation, and support



Need to know more:

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