

# inspire+

Healthy, Happy, Active Young People

PROUD TO BE A CHARITY

PE, SPORT & EDUCATION APPRENTICESHIPS

# EMPLOYER GUIDE

FROM 2024 ONWARDS

In partnership with:



Apprenticeships



Inspire  
Education Group

# TOGETHER, WE MAKE A BETTER FUTURE

inspire+ is a PE, Sport and Education **charity** established in 2011. Since becoming a training provider in 2017, inspire+ has evolved into one of the country's largest PE and School Sport apprenticeship providers. As a **charity**, our quality of delivery is everything to us, and we are proud to be chosen by over 200 employers across the East of England.

We place employers' relationships as a fundamental part of the successful delivery of our education programmes.

This guide will give you the information you'll need when employing an inspire+ apprentice and help you throughout this journey with us.



# CURRENT TRAINING LOCATIONS

Our apprenticeships are delivered in several cohort areas. We serve a large number of schools in the East of England and are proud to have localised apprenticeship training.

Every local cohort benefits from an inspire+ tutor who leads the apprentices, provides weekly training, visits their workplace, and works with employers to ensure the highest quality provision for both the apprentices and the employers.



## IS YOUR AREA NOT LISTED?

The good news is that we are continuously expanding! If your area is not listed above, please contact us.



## BENEFITS

Advantages of employing an apprentice.

### Government Funded

Apprenticeships allow employers to have a more skilled workforce by using government funding. Use this funding to hire someone new or to unlock the potential of a staff member.

### Tailored to you

Training someone means you can tailor your workforce to your organisation's needs.

# 96%

of employers with apprentices have experienced at least one benefit from taking on apprentices, and most can count at least **8** benefits.

([www.gov.uk](http://www.gov.uk))

### New Talents

Offering apprenticeships is a way to find the brightest new talents for your organisation. When partnering with us, we'll promote your vacancy and help you to attract the best candidates.

“

*Our apprentice started wonderfully, her constant attitude towards her work is impeccable. She's always there to help or to support adults and staff whenever needed. She goes that extra mile to make sure that everything's done or children feel valued and safe. She's made some very close bonds with children that she works with with and they trust her. She constantly asks if there's anything she can do to help me or any other members of staff.*

**Charlie Peberday, PE Lead,  
White Woman Lane**



# FUNDING OPTIONS

The government apprenticeship levy is a tax paid by employers designed to help organisations offer more apprenticeships. It is stored in a fund which can be accessed to help pay for apprenticeship training costs.

## APPRENTICESHIP LEVY

- The apprenticeship levy is applicable for those whose payroll is over £3 million.
- Its purpose is to finance apprenticeship training.
- Employers are charged at 0.5% of their total payroll as the apprenticeship levy allowance.
- It is collected monthly via PAYE.
- After 24 months any unused levy funds expire and return to the government.
- Employers who are not required to pay a levy may need to contribute 5% towards the cost of an apprenticeship course, while the government will provide the remaining 95% through a co-investment arrangement.
- The government also offers some incentives for organisations taking younger workers. Contact us to check the options available.

### Apprenticeship Wage

Apprentices of any age in their first year of apprenticeship are entitled to a minimum hourly rate.

If they are 19 or over and have completed the first year of their apprenticeship, they are entitled to the National Minimum Wage according to their age.

**For further information please contact a member of our team or visit:**

[www.gov.uk/guidance/pay-apprenticeship-levy](http://www.gov.uk/guidance/pay-apprenticeship-levy) AND [www.gov.uk/national-minimum-wage-rates](http://www.gov.uk/national-minimum-wage-rates)

A group of children in red shirts are reaching their arms up towards a basketball hoop mounted on a brick wall. The focus is on the children's hands and arms reaching for the hoop.

# OUR SUPPORT

We support employers throughout all apprenticeship stages. Our support is offered **FREE OF CHARGE** regardless of whether you successfully appoint someone or not.

## Recruitment



We will provide everything you need to find the right candidate, including job specifications and descriptions, job adverts and interview format templates.

In addition, we'll help you to advertise the vacancy, gather candidates and filter CVs. Finally, we'll then recommend the best candidates for your organisation.

But remember, this is teamwork, and you'll need to support us in this process to guarantee you will find the best apprentice for your organisation.

## Training



Before starting work, the apprentices participate in our Induction Week, which provides them with the essential information to begin their employment activities.

From there on, they will receive weekly training delivered by our dedicated cohort tutors with a mix of practical and theory lessons.

During this training, they will learn about safeguarding, first aid in education, professionalism in schools, team-building activities and everything they need to know to become a valuable member of staff. This gives the employers the opportunity to grow their own skilled staff.



## WHAT EMPLOYERS SAY ABOUT US...



*From the fledgling idea of taking on an apprentice to winning IEG Partnership Apprentice of the Year, the support we have received from inspire+ has been superb. From an employers perspective, inspire+ have made the process of recruiting and employing a high quality candidate an incredibly smooth and supportive process.*

**Dale Kitchen, Class Teacher, West Grantham C of E Primary Academy**

### Documentation



To make it easier for you, from the initial contract to the End Point Assessment, we will help you to complete all the necessary paperwork.

### Tutoring & Visits



Every learner will have an inspire+ tutor to guide them throughout their apprenticeship.

Our highly trained tutor staff with industry experience will provide weekly training and, every term, visit their workplace to conduct observations and have progress reviews along with their mentor.

Find out more





# OUR PE, SPORT AND EDUCATION APPRENTICESHIPS

## 2

LEVEL 2

**Duration - 13 months\***

**Community Activator Coach**

**Playworker**

**In Development**

## 3

LEVEL 3

**Duration - 15 - 18 months\***

**Teaching Assistant (PE Focus)**

**Community Sport and Health Officer**

## 4

LEVEL 4

**Duration - 18 months\***

**School Sport Coach**

## 5

LEVEL 5

**Duration - 24 months\***

**Specialist Training Assistant**

- Social and Emotional Well-being Option
- Special Educational Needs and Disabilities (SEND) Option
- Curriculum Provision Specialist Option

**NEW**

**Typical employers for our apprentices: Schools, Nurseries, Coaching Providers, Sports Clubs, Sports Development Organisations, Local Authorities, Leisure Centres and Wrap Around Care providers.**

Interested, but your organisation not listed? Speak to us to discuss your options.

*\*includes End Point Assessment*

*\*\* The apprenticeship typically takes 24 months but can be completed in a minimum of 12 months, depending on the applicant's prior learning and specialist experience.*



# Community Activator Coach

## Level 2

Duration: 13 months (inc. End Point Assessment)

PE apprentices support staff in delivering fun, inclusive, and engaging physical activity. From breakfast and after-school clubs to one-to-one mentoring for higher ability pupils or those requiring Additional Learning Support, they support the organisation's promotion of PE, sport and well-being.

### Minimum Qualifications and Training

#### Required Entry Level Qualifications

- ✓ Minimum Grade 2 (E) or above at GCSE in English and Maths or equivalent.

*\*If they don't already have GCSEs in English and maths, they will need to take Functional Skills as part of the apprenticeship.*

Our learners undertake off-the-job training once a week delivered by our dedicated teaching staff. This will be a mix of theory and practical sessions to cover a range of skills and attributions as part of their learning programme.



**Deneil Thomas, Apprentice,  
West Grantham Primary Academy**

I've realised that I can relate to some pupils and encourage them. Seeing a smile on their face when they come to the school is very rewarding. I feel I can make a difference."

#### Deneil's Journey

**2** **LEVEL 2**

Level 2 - Community  
Activator Coach

**4** **LEVEL 4**

Level 4 - Sports Coach



## Teaching Assistant (PE Focus) Apprenticeship

### Level 3

Duration: 15 - 18 months (inc. End Point Assessment)

“Our apprentice has quickly become an invaluable asset not just in one but two schools. She has forged good relationships with children and staff and most importantly has kept lines of communication open so that she understands what is expected of her and what is happening around her; she gets the ‘bigger picture’. She is already making a difference to children’s lives and thereby broadening their potential futures.”

**Sheriden Edwards, Head Teacher, Harlaxton and Denton Primary School**

Teaching Assistant Apprentices work alongside teachers to support the delivery of lessons. This course is unique and trains apprentices to become teaching assistants while developing a focus on PE.

### Minimum Qualifications and Training

#### Required Entry Level Qualifications

- ✓ Minimum Grade 4 (C) or above at GCSE in English and Maths or equivalent.

Our level 3 teaching assistant learners will access high quality off the job training once a week. This is delivered by our qualified teaching staff and includes a blend of theory and practical sessions throughout their time on programme.



# Community Sport and Health Officer

## Level 3

Duration: 15 - 18 months (inc. End Point Assessment)

The Community Sport and Health Officer (CSHO) role focusses mainly on initiating behaviour change in local society. The CSHO will help to organise and coordinate the delivery of activities and opportunities for local communities with the aim of becoming more physically active.

CSHO apprentices can work in community-based roles such as district councils, community interest organisations, sport clubs and organisations.



**Declan Brown, Apprentice,  
Scampton Primary School,  
Lincolnshire Apprentice of the Year**

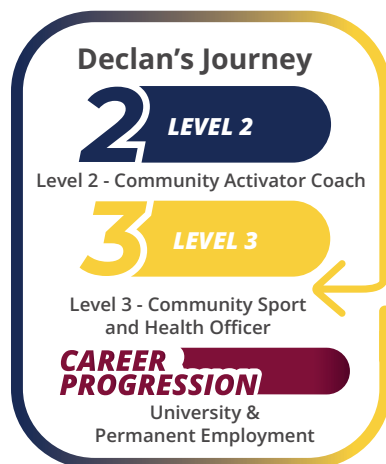
## Minimum Qualifications and Training

### Required Entry Level Qualifications

- ✓ Minimum Grade 4 (C) or above at GCSE in English and Maths or equivalent.

Apprentices can gain various other qualifications tailored to learners' and employers' goals.

Our learners undertake off-the-job training once a week delivered by our dedicated cohort tutors with a mix of practical and theory lessons.



# School Sport Coach Apprenticeship

## Level 4

Duration: 18 months (inc. End Point Assessment)

School Sport Coaches aim to provide meaningful and high-quality learning, development and performance experiences for children and young people. They take an increased role in leading School Sport by attending local competitions, increasing participation, raising educational standards and enhancing well-being and social change.

As a result, learners will develop skills, knowledge and behaviours that support the cognitive, social, emotional and physical growth of children and young people.

### Minimum Qualifications and Training

#### Required Entry Level Qualifications

- ✓ Minimum Grade 4 (C) or above at GCSE in English and Maths or equivalent.
- ✓ Have at least 6 months paid or voluntary industry experience working in a sports coach role.

Our learners undertake off-the-job training once a week delivered by our dedicated cohort tutors with a mix of practical and theory lessons.



**Kasey Jackson, Level 4 Sports Coach, Great Ponton C of E Primary School**

*Kasey has jumped into school life and been a real asset since she started and she has gone above and beyond to help support the children and staff. She definitely deserves to be apprentice of the month.*

**Keith Leader - Head Teacher, Great Ponton C of E Primary School**

# Specialist Teaching Assistant Apprenticeship

## Level 5

Duration: 24 months\* (inc. End Point Assessment)

Specialist teaching assistants inspire and support learners of all ages, including those with SEND, and those needing help with social, emotional, or PE-related challenges.

They collaborate with colleagues to plan, adapt, and implement activities that promote learning, drawing on research to inform their practice. By building strong relationships with learners, families, and professionals, they contribute to a sense of inclusion and belonging within the community.



## Minimum Qualifications and Training

### Required Entry Level Qualifications

- ✓ Minimum Grade 4 (C) or above at GCSE in English and Maths or equivalent.
- ✓ 12 months' experience working in a school environment.

Our learners undertake off-the-job training once a week delivered by our dedicated cohort tutors with a mix of practical and theory lessons.

### Specialist Options:

- Specialist Educational Needs and Disabilities
- Social and Emotional Well-being
- Curriculum Provision

*\*\* The apprenticeship typically takes 24 months but can be completed in a minimum of 12 months, depending on the applicant's prior learning and specialist experience.*



# Specialist Teaching Assistant Apprenticeship

## Social and Emotional Well-being Option

This option equips apprentices with the knowledge and tools to help learners better understand their thoughts and emotions, build self-awareness, and develop empathy for others. By fostering these skills, learners are empowered to thrive, leading to positive outcomes in behaviour and attendance.

It is important to note that this differs significantly from supporting children with Social, Emotional, and Mental Health (SEMH) needs, which is covered under the SEND option.



## Curriculum Provision Specialist Option

This specialist option recognises apprentices who support the delivery of physical education in schools. By developing expertise in this area, apprentices can help create engaging and inclusive physical education programmes that inspire learners to stay active, build essential physical skills, and develop a lifelong love of movement and sport.

Supporting physical education in schools plays a key role in improving children's health, well-being, and overall development, ensuring they physically and academically thrive.



# Specialist Teaching Assistant Apprenticeship

\*\*\*  
**NEW**  
\*\*\*

## Special Educational Needs and Disabilities (SEND) Option

With the rising number of children and young people with SEND and the increasing recognition of the complexity of their needs, the Level 5 apprenticeship helps colleagues develop the expertise required to enable these learners to thrive.

Evidence from policy and practice highlights the critical role support staff play in assisting our most vulnerable learners, particularly when equipped with specialist knowledge and skills.



# APPRENTICESHIP PROGRESSION

Your apprentice can continue in your organisation with inspire+’s support in the following ways:



## CAREER PROGRESSION

PERMANENT EMPLOYMENT • UNIVERSITY • HIGHER EDUCATION • FURTHER EDUCATION

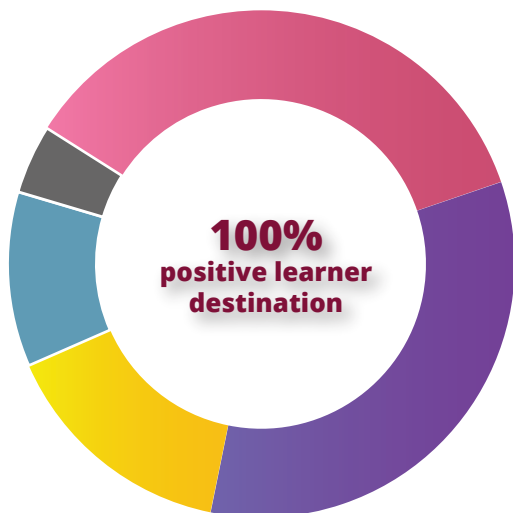
*\*In Development*

*\*The information provided in this booklet is correct at the time of printing*



# LEARNER DESTINATIONS

After their apprenticeships, the learners go on to:



- **Progress with the Apprenticeship**  
36%
- **Stay in the Industry**  
34%
- **Stay with same Employer**  
15%
- **Go to University**  
11%
- **Alternate Career Path**  
4%

*\*Statistics as per Sept 2023*



**Chloe Kirby**

Chloe did a Level 3 Sports Apprenticeship and is now working as a primary school teacher. She says that the experience she gained has prepared her for her current job.



**Max Parsons-Williams**

Max had experience working with children during high school when he was involved in leading sport lessons for his sports studies GCSE. He is now a Level 4 School Sports Coach Apprentice. He wants to continue teaching or get into sports journalism.



**Ellie Wacey**

After her Level 2 PE and Sport apprenticeship, Ellie went on to join Open University to get a degree in Sports, Fitness and Coaching to then become a full time PE Teacher.



**Jak Bratton**

Jak started as a Level 2 Community Activator Coach and went on to progress to the Level 3 Community Sport and Health Officer. As he wanted to continue working in a primary school setting, a new position opened up with inspire+ as the 'Reach for the Stars' Wrap Around Care Centre Manager and Jak was hired due to his proven track record and his ability to go above and beyond.



**Oscar Parnham**

Oscar finished Level 2 Community Activator Coach with inspire+ and enrolled in Level 4 Sports Coach apprenticeship. However, he accepted his dream job offer to become a police officer. His skills from the apprenticeship played a crucial role in securing his new position and he is very grateful for the transferable skills gained.

**Read our apprentices journey here**



# inspire<sup>+</sup>

## APPLY NOW

We will be happy to answer any questions you might have about our programmes.



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