

# Thinking Ahead? Teaching Assistant

Produced by  
Manchester Adult Education Service  
Information and Guidance Team  
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Some information has been extracted from National Careers Service website

# Learner Services

## What do they do?

Most jobs are in nursery, primary and special schools. You could also work in secondary or independent schools and academies.

Your day-to-day duties could include:

- getting the classroom ready for lessons and clearing away afterwards
- listening to children read or reading to them
- helping children who need extra support
- helping teachers prepare materials that match development needs
- supervising group activities, including outings and sports events
- helping teachers manage class behaviour
- looking after children who are upset or unwell
- leading classes with help from the teacher

## Skills required:

You'll need:

- the ability to build good relationships with children, teachers and parents
- organisational, planning and IT skills
- the ability to manage children and cope with challenging behaviour
- creativity to design materials and activities

## How to become a teaching assistant?

- Experience of working with children
- GCSEs at grades 9 to 4 (A\* to C) [or equivalent](#), in English and maths
- Qualifications in childcare or youth work could also be helpful.
- You could get into this job through an [apprenticeship](#).
- You'll need clearance from the [Disclosure and Barring Service \(DBS\)](#).

## Where can I study?

Teaching Assistants are required to have a Level 2 or GCSE in Maths and English. Maths and English can be studied at the college listed below or your local college.

**Manchester Adult Education Service** - [www.manchester.gov.uk/adulted](http://www.manchester.gov.uk/adulted)

- Level 1 Award Preparing to Work in Schools (NCFE CACHE)
- Level 2 Award Support Work in Schools and Colleges (NCFE CACHE)
- Level 1 Award in Safeguarding in a Learning Environment (NCFE CACHE)
- Level 2 Certificate in Support Teaching and Learning in Schools

Candidates will need at least a level 1 in English and Maths for these courses

**The Manchester College – 03333 222 444** [www.themanchestercollege.ac.uk](http://www.themanchestercollege.ac.uk)  
**Northenden and Harpurhey Campuses**

- Level 2 Certificate Supporting Teaching and Learning in Schools
- Level 3 Diploma Specialist Support for Teaching and Learning in Schools
- Level 4 Higher Level Teaching Assistant (Short Course)

**Trafford College – 0161 886 7070** [www.trafford.ac.uk](http://www.trafford.ac.uk)  
**Altrincham Campus**

- **Level 1 and Level 2 Introduction to Teaching Assistant as a career**  
A ten week introduction course into the role of a Teaching Assistant. No formal entry requirements.

**Tameside College – 0161 908 6600** [www.tameside.ac.uk](http://www.tameside.ac.uk)

- Level 2 Certificate in Supporting Teaching and Learning in Schools
- Level 3 Award in Education and Training
- Level 3 Certificate in Supporting Teaching and Learning in Schools
- Level 3 Diploma in Specialist Support for Teaching and Learning in Schools

**Bury College – 0161 280 8280** [www.burycollege.ac.uk](http://www.burycollege.ac.uk)  
**Stockport College – 0161 296 500** [www.stockport.ac.uk](http://www.stockport.ac.uk)

### **Higher Education – Foundation Degrees**

As an experienced Teaching Assistant you may also wish to continue onto Higher Education by studying for a Foundation Degree.

A foundation degree is the equivalent of two thirds of a full honours degree and is a fully flexible qualification allowing students to study part-time or full-time to fit their lifestyle. Completing an honours degree following on from a foundation degree will normally take an extra year and could lead to Qualified Teacher Status, QTS, if the top up Honours degree includes this.

Trafford, Tameside and Bury College and the University of Bolton offer relevant Foundation Degrees – see contact details above for Trafford and Tameside College

Bury College - 0161 280 8280 [www.burycollege.ac.uk](http://www.burycollege.ac.uk)  
University of Bolton – 01204 900600 [www.bolton.ac.uk](http://www.bolton.ac.uk)

### **What are the job prospects for Teaching Assistants**

Education is a large employment sector both in primary and secondary schools but it is expected to decline between 2013-2023. However, there will be a large number of opportunities because of its size. ([www.economicmodelling.co.uk/wp-content/uploads/Greater-Manchester-LEP](http://www.economicmodelling.co.uk/wp-content/uploads/Greater-Manchester-LEP))

## **OTHER SOURCES OF INFORMATION**

MAES Learner Advisors can give advice on careers, education, training and support with job search. Make an appointment at your local centre: [www.manchester.gov.uk/adulted](http://www.manchester.gov.uk/adulted)

Teaching Assistant Focus - [www.tafocus.co.uk](http://www.tafocus.co.uk)

The National Careers Service (see Job Profiles) [nationalcareersservice.direct.gov.uk](http://nationalcareersservice.direct.gov.uk)

You are advised to check material facts as although every effort has been made to ensure that information given is up to date we are aware that information is subject to change. The website links are used to provide further information and are not intended to signify that MAES endorses such websites and their content.