

HLTA – Development and Assessment Route 2026

This programme prepares candidates to be assessed against the national HLTA standards, leading to the award of HLTA status. It is intended for teaching assistants who wish to further develop their teaching skills before being assessed for HLTA status.

Course structure

To support candidates in gaining HLTA status and developing outstanding practice, the course provides both preparation for statutory assessment and development sessions for a deeper understanding of the role of an HLTA.

Candidates will attend four full face-to-face days and 7 twilight sessions over the duration of two terms. The four full days will focus on preparing candidates for assessment and how to present evidence to meet the national HLTA standards. Our additional twilight sessions, designed to provide a further development element for aspiring HLTAs, will focus on areas such as behaviour management, SEND, the theory behind education, curriculum and ICT.

What do candidates have to do?

To support the development of candidates' ability to teach whole classes, candidates will need to have the opportunity to teach each week in their own school during the course. As part of the assessment process, candidates will have to provide a portfolio of evidence to show that they meet the HLTA standards and will be assessed in school by an independent assessor. Candidates will need use of a laptop, wifi access and ability to access their school files for this programme in order to meet assessment requirements.

Course Fees

The cost of this course is £1450 (£1150 for Swaledale Alliance Members). The fees include the cost of the face-to-face assessment preparation days, twilight development sessions, registration and assessment fees. Options are available for delegates to part or self-fund.

Entry qualifications for candidates

Prior to starting the course, it is essential that candidates have a Level 2 qualification in both English and Maths. Examples of Level 2 qualifications that are acceptable include: GCSE Grades A*-C; Adult Literacy or Numeracy. **We will need to see original certificates for both qualifications.** Further information can be found [here](#).

Headteacher and Mentor Support

In supporting a candidate's application for this course, headteachers will be asked to confirm that the candidate has the ability to achieve the HLTA standards within the duration of the course. The standards can be found on the HLTA National Assessment Partnership website at www.hlta.org.uk.

It is important that candidates have the facility to practice and develop their skills. It is imperative therefore that they have a timetabled commitment to teach a class for approximately half day per week for the duration of the course. During the first term, there is an expectation that the class teacher supports the candidate in the classroom. The candidate's school must be willing to allocate an in-school mentor to support their development (this could be the teacher of the class they are working in). The mentor must be an experienced and capable teacher – someone who is able to support the candidate's pedagogical development effectively throughout the course.

Programme 2026

Date	Session focus	Led by	Notes and gap tasks:
TW 1 8 th January 2026	Intro and registration Course content outlined Mentor Guidance	LR & CL	Mentors to attend
Full Day 1* 15th January 2026	HLTA Prep DAY 1 What makes a good HLTA? Standards 1-16	LR & CL	Task A – plan, with a teacher, a lesson where you are supporting an individual pupil or small group
TW 2 22 nd January 2026	<i>Individual pupil support – feedback re task A</i> Focus – supporting and advancing learning in the classroom with individuals/small groups (stds 29, 30)	LR	Task B – think about a group activity that you have been involved in – make notes and be prepared to discuss and link to HLTA stds
TW 3 29 th January 2026	<i>Group support – feedback re task B</i> Focus – interest and motivate learners in the classroom (stds 19-21) Behaviour management (std 26) Using ICT to advance learning (std 28)	CL	Task C – write up task A/B as task 1 or 2 and be ready to discuss/share this at day 2
Full Day 2 5 th February 2026	Development day <i>Tasks in detail – discuss Task C</i> Support/tutoring re writing up tasks for the file Standards 17 - 33	LR & CL	Task D – stds 10, 17, 18 – thinking about your area of expertise write some notes to discuss at the next session. Teaching tips and practices
TW 4 26 th February 2026	<i>Discuss Task D std 10, 17, 18</i> Focus - Assessment and feedback to teachers (Std 22 – 25) How do you know learning is taking place? (Std 31 and 33)	LR	Task E – start to gather evidence so we can look at this together at next session
Full Day 3 * 12th March 2026	HLTA prep day 2 <i>Come with evidence (Task E)</i> Exemplar portfolio to examine Planning and teaching – key principles Systems for annotation, organisation etc	CL & LR	Complete tasks and gather evidence for the file
TW5 26 th March 2026	SEND & Code of Practice (Std 15) / Develop Teaching Practice	LR	Task F – think about evidence for SEND (std 15) for next session
TW6 23 rd April 2026	Support Session	LR & CL	
Full Day 4 * 30th April 2026	HLTA prep day 3 The assessment process Focus on F9/10 tracking grid	LR & CL	Bring file – tasks 1-8 should be (almost) complete and evidenced
TW7 14 th May 2026	Support Session	LR & CL	

*** Please note that in line with HLTA North stipulations, attendance at these full day sessions is mandatory.**

Following feedback received from our previous cohorts, all sessions are in person and held at the Swaledale Alliance Training Room, Brompton-on-Swale CE Primary School, DL10 7JW. Virtual options may be available for twilight dates.

- TW sessions 1-6 focus on developing areas of your practice with reference to the standards.
- The 4 full days and TW 7 are for developing your knowledge and understanding of the HLTA standards and for supporting you in working on your assessment files – please bring to all these sessions.

Course Facilitators

Catherine Lawton – Reception, Yr 1 & Yr 2 Teacher, Masham CE Primary School.

Liz Roberts – HLTA, Eppleby Forcett and Middleton Tyas CE Primary Schools

What is the format of the assessment?

The assessment comprises of a series of virtual interviews by an HLTA North assessor who will have received the candidate's portfolio of evidence in advance. During the assessment, the assessor speaks to the candidate, to colleagues and to the headteacher (or another member of the leadership team).

The assessment window for our 2026 course will be between 11th June and 9th July (approximately)

Who validates the award?

HLTA status is accredited by the HTLA National Assessment Partnership. This body awards nationally recognised HLTA status. This course is accredited via "HLTA North of England". Further details can be found on the Partnership website at www.hlta.org.uk

How to Apply

Please email application form to Margaret Thompson (Swaledale Alliance Executive Officer) mthompson@swaledalealliance.org to secure your place.