Thank you for taking the time to complete this feedback form. The person who has asked you to complete this form is currently working towards Level 3 Teaching Assistant apprenticeship. As part of their apprenticeship they are required to produce a portfolio to show they have the knowledge, skills and behaviours to undertake their role. The information you provide in this form will be used as supporting evidence within their portfolio.

This form asks you to tell us about:

* The situation you are providing feedback for and how well you know the apprentice – for example, you may see the apprentice every week in the classroom or they may provide care for your child.
* How this person has:
  + Made a positive difference to you or your child
  + Supported the children with kindness, consideration, dignity and respect
  + Worked collaboratively to ensure a positive working environment
  + Communicated and explained things in a way that you found easy to understand
  + Showed commitment to supporting you or your child.

|  |  |
| --- | --- |
| Your name: |  |
| Apprentice Name: |  |
| Location: |  |
| Date and Time: |  |
|  | |
| Briefly describe the situation about which you are providing feedback and how well you know the apprentice you are providing feedback for. | |
|  | |

| In your own words, please describe how the apprenticeyou have named above has supported you with the situation you have described. |
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| --- | --- | --- | --- |
| Person providing the statement: |  | | |
| Signature: |  | **Date:** |  |

|  |  |  |  |
| --- | --- | --- | --- |
| I confirm that the witness has provided an accurate reflection of the situation | | | |
| Apprentice name: |  | | |
| Apprentice signature: |  | **Date:** |  |