

Team Leader / Supervisor

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

The broad purpose of this role is to provide leadership with operational or project responsibilities. Team leaders manage or supervise individuals, teams, or elements of a project, or a combination of these. They offer direction, instructions, and guidance to achieve set goals. They are vital for the smooth running of an organisation's functions and are often responsible for ensuring that these are correctly administered and maintained in line with legislation and the organisation's procedures.

You can see more information about the apprenticeship standard at [Skills England](#).



Assessment methods

1

Presentation with Q&A

A 20 minute presentation based on topic(s) covered within their apprenticeship, followed by question and answer session of 30 minutes.

2

Professional discussion

A 60 minute discussion between the apprentice and iCQ assessor, including standardised questions and scenarios. This will be underpinned by a portfolio of evidence created throughout the apprenticeship.



Learning



Gateway



End-Point Assessment

The EPA Process



Gateway meeting:

training provider, employer and apprentice meet to determine if they are ready for their EPA, and submit any files as needed through the iLearner system.



Assessor meeting:

the employer and an iCQ Assessor meet to agree any evidence submitted by the apprentice and plan dates for assessments.



Learner preparation:

the employer and training provider make sure the learner is familiar with the iLearner tools and formats of their assessments.



End-Point Assessment is carried out by iCQ Assessor.

Cost	£800 (in person)
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With you every step of the way

iCQ support the complete apprenticeship journey for employers, training providers and learners through our innovative iLearner platform – making it easy and quick to record and track progress.



*Apprenticeship starts from 1st August 2025 are eligible for the 8-month minimum duration, starts before 1st August 2025 are subject to a 12-month minimum duration.