Primary Goal

Level 3

Digital School Support Programme

Qualifications
Level 3 Apprenticeship: Digital Support Technician

Duration
12 Months
+3 Months EPA

A programme for school support staff focused on developing digital skills to streamline business processes or developing knowledge around school requirements.

Who's it for?

Business Manager | Finance Team | Human Resource Manager | Administrators

Save time & optimise workload

Build a future-proof school

Embrace AI & technology with confidence

Key problem-solving skills

Why Primary Goal

Primary Goal is renowned for its genuine care and unwavering support, helping our partners thrive.

All our programmes have

Applied learning, on the job and relevant for instant impact.

Access to expert coaches for exclusive insights.

Session Topics

1 Your Digital Environment and Emerging Technologies

2 Technologies for Improving Workload Optimisation

3 Adapt and Unlock the Benefits of AI

4 Collective Technologies

5 Working Securely with Education Data

6 Data Reporting in Education

7 Your Role as a Digital Champion: Information Systems

8 How Digital Champions Support Their Teams

9 Digital Champion School Support: Project Working

10 Supporting your End Point Assessment

Infused with AI

Adopt and unlock the benefits of AI to future-proof your school. AI is ever changing, and with our insights and expertise we ensure you are utilising in the best way possible.

Key Outcomes

✓ AI Adoption

✓ Save Time & Workloads

✓ Increased Staff Confidence

✓ Supporting Digital Transformation

Cost

~~£13,000~~

Fully Funded through the apprenticeship levy

Non-levy paying employers will only be required to contribute 5% towards the cost of training.

Have a chat with us

Let's see how this could benefit your school.

Book in a Meeting   Learn More

Primary Goal

Digital Educator Programme

Qualifications
Level 3 Apprenticeship:
Digital Support
Technician

Duration
12 Months
+3 Months EPA

The Digital Educator Programme empowers teachers to enhance learning through technology. It builds confidence and competence with digital tools through a blend of synchronous and asynchronous learning.

Who's it for?

Teachers Teaching Assistants HLTA's Classroom Support ECT's Lecturers

New Digital Educator Apprentices

Increased Efficiency & More Time for Teaching

Reduce administrative tasks and focus on pupils.

Confident Staff, Engaged Students

Restore confidence in staff and reconnect with pupils.

Future-Proof Your School

Adopt and adapt to emerging technologies to always stay ahead.

Reduced IT Dependence

Less problems, less costs, more learning

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Session Topics

1   Emerging Technology in Education

2   Communication and Productivity Tools

3   Exploring Popular EdTechTools

4   Unlocking the Power of Data

5   Protecting What Matters: The Importance of Data Security

6   Your Role as a Digital Champion - Information Systems

7   How Digital Champions Support Their Team

8   PedTech Potential and Strategy

9   Making Learning Accessible

10   Supporting your End Point Assessment

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Key Outcomes

✓ AI Adoption

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✓ Increased Staff Confidence

✓ Supporting Digital Transformation

Cost

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Book in a Meeting　　**Learn More**

Level 3

Digital Leader Programme

Qualifications

Level 3 Apprenticeship: Digital Support Technician

Duration

12 Months
+3 Months EPA

A programme for senior leaders looking to gain a better understanding of how technology can be adopted to enhance educational outcomes.

Who's it for?

Headteachers   Senior Leaders   Head of Faculty

Digital Leadership
Implement an effective digital transformation strategy

Future-Proof School
By staying ahead and utilising emerging technologies

Staff Retention & Engagement
Empower staff with the skills & confidence to love what they do

Collaborative Network
Join forces with other senior leaders to see their approach

Budgeting & Data Insights
Data driven insights allow better decision making

IT Independence
Reduce dependency on external IT support

Why Primary Goal

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All our programmes have

Applied learning, on the job and relevant for instant impact.

Access to expert coaches for exclusive insights.

Session Topics

1 Introduction ad Emerging Technology
2 AI in Education
3 My Role as a Digital Champion
4 A Vision for Technology
5 PedTech Models and EdTech Solutions
6 Essential Guide to Portfolio Creation
7 Digital Strategy and Change Management
8 Exploring Automation to Reduce Workload
9 CMI Digital Leaders Workshop
10 Working Securely with Data in Education
11 Making Learning Accessible for All
12 Supporting your End Point Assessment

Infused with AI

Adopt and unlock the benefits of AI to future-proof your school. AI is ever changing, and with our insights and expertise we ensure you are utilising in the best way possible.

Key Outcomes

✓ AI Adoption
✓ Save Time & Workloads
✓ Increased Staff Confidence
✓ Supporting Digital Transformation

Cost

~~£13,000~~

Fully Funded through the apprenticeship levy

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Have a chat with us

Let's see how this could benefit your school.

Book in a Meeting   Learn More

Primary Goal

Level 3

Microsoft 365
Digital Skills Programme

Qualifications

Level 3 Apprenticeship
Digital Support Technician

Duration

12 Months
+ 3 Months EPA

A 12 month fully funded training programme designed to develop staff digital skills (including the use of AI) to maximise the benefits of Microsoft 365 E3 or E5 licenses within your business.

Who's it for?

- Office Managers
- Administration Assistants
- HR Coordinators
- Business Support Officers

Collaboration and Communication
Best practice regarding the use of M365 including Teams, SharePoint and OneDrive

Using Copliot in AI in Business
Exploring how Copilot can be used to reduce workload, including prompt engineering.

Advanced Data Management
Exploring advanced functions in Excel and using Power BI to analyse and present data.

Reducing Workload with Automation
Discover how Power Automate can be used to streamline workload and reduce repetitive tasks.

Project and Task Management
Using M365 management tools such as Planner, SharePoint Lists, To Do, Outlook and OneNote.

Cyber Security
Exploring how to use built in features within M365 to ensure you operate safely and securely.

Digital Marketing
How to automate actions, create surveys, set up webinars, create social media assets and more.

Change Management
Build a business case for change and learn how to manage adoption among colleagues.

Cost
~~£13,000~~

Fully Funded
through the apprenticeship levy

Non-levy paying employers will only be required to contribute 5% towards the cost of training.

Delivered in partnership with Tablet Academy

TABLET ACADEMY

Reserve your space and find out more:

primarygoal.ac.uk

Applications Included

- Teams
- SharePoint
- OneDrive
- Copilot (free)
- OneNote
- Power BI
- Power Automate
- Excel
- Planner/To Do
- Loop
- Outlook
- Bookings
- Whiteboard
- Stream
- Canva

How does the funding work?

The programme is funded through the apprenticeship levy, using either your business levy funds, or levy transfer donations from Primary Goal's corporate sponsor partners.

What is the time commitment?

A 12 month programme plus a 3 month End Point Assessment with a minimum of 6 hours of off-the-job training per week.

How many staff can I enrol?

30 staff can enrol on the programme to form your own dedicated cohort.

How is the training delivered?

Training is delivered through a combination of live group training sessions, 1:1 coaching, and access to high quality asynchronous eLearning content. These activities are built directly into each learner's individual training plan.

Infused with AI

AI is ever changing, and with our insights and expertise we ensure you are utilising in the best way possible.

West Midlands cohort starting July 2025

Limited to 30 participants allocated on a first come basis.

Register your staff or reserve a place for yourself by scanning the QR code:

Primary Goal

enquiries@primarygoal.ac.uk

Primary Goal

Level 3

Cloud Specialist Apprenticeship

Qualifications
Globally recognised
CompTIA A+1101
CompTIA A+1102

Duration
15 Months
+4 Months EPA

A flexible blended learning programme designed to upskill IT professionals in managing and supporting IT and telecommunications infrastructure. The programme combines cutting-edge training, expert mentorship, and advanced tools to prepare learners for a high-demand field.

Who's it for?

- Service Desk Analyst
- First Line Support Technician
- IT Technician/Analyst
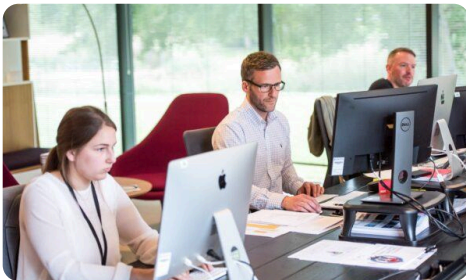- Network Support
- Data Centre Support Technician

Access to industry experts

Latest trends & insights

Hands on training & advanced simulators

Microsoft & CompTIA Certifications Included

Advance the team with industry leading skills

Topics Covered

- ✓ Virtualising & Cloud Computing
- ✓ Operation Procedures
- ✓ Operating Systems
- ✓ Hardware
- ✓ Networking
- ✓ Software Troubleshooting

Have a chat with us

Let's see if we can help

Book Meeting

Cost

~~£15,000~~

Fully Funded

through the apprenticeship levy

Non-levy paying employers will only be required to contribute 5% towards the cost of training.

primarygoal.ac.uk

Primary Goal

Level 4

Network Engineer Apprenticeship

Qualifications
Globally recognised CompTIA Network + Certification

Duration
18 Months
+3 Months EPA

A flexible, blended learning programme designed to upskill IT professionals in designing, installing, maintaining, and supporting communication networks. The programme combines advanced training, expert mentorship, and the latest tools to prepare learners for success in a high-demand field.

Who's it for?

- Desk-Based Engineers
- Network Engineers
- Infrastructure Engineers
- Network Administrators & Architects

Access to industry experts

Latest trends & insights

Hands on training & advanced simulators

Consistently growing industry

Modules Covered

- ✓ Next-Gen Network Foundations
- ✓ Building and Managing Networks
- ✓ Network Security and Defences
- ✓ Advanced Networking and Operations

Get more information
Scan the QR code

Sector Status

8.89% ↑
Median Salary Increase
2023 → 2024 [1]

10.64% ↑
Increase in vacancies
since 2023 → 2024 [2]

Cost
~~£17,000~~

Fully Funded

through the apprenticeship levy[3]

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