

# Team Leadership and Management - T Level

This qualification is for you if you are a 16-18-year-old learner, who wishes to work within the Management and Administration sector. It has been designed to deliver a high level of knowledge about the Management and Administration sector as well as the occupational skills required to enter the industry.

A learner who completes this qualification is well placed to develop to full occupational competence.

This two-year course has been developed in collaboration with employers and businesses so that the content meets the needs of industry and prepares learners for work.

Students will complete a minimum of 315 hours as part of their qualification in the industry on placement; this equates to 20% of your learning, and for the other 80% of the T Level, you will be learning in a classroom.

## WHAT WILL I STUDY?

Core component:

1. Business Context
2. People
3. Quality and Compliance
4. Finance
5. Policies and Procedures
6. Project and Change Management
7. Business Behaviours

Occupational Specialism - Team Leadership and Management

- Undertake research and analysis in response to a brief.
- Undertake strategic project planning.
- Undertake stakeholder management.
- Demonstrate leading and supporting teams.
- Coach and develop team members.
- Manage difficult conversations Assessment overview Learners will be assessed against the following performance outcomes.
- Lead, manage and develop individuals and teams to deliver outcomes.

**Start Date: 1 September 2025**

**Duration: 2 Years**

**Attendance: Full Time**

**Center: Holloway**

<https://www.capitalccg.ac.uk/course/pdf/39901/>

- Build relationships with colleagues, customers, and stakeholders.
- Deliver core operational tasks and plans.
- Manage and implement projects.
- Apply governance and compliance requirements.

## WHAT WILL I NEED?

Minimum of 5 GCSE 9-4 including English and Maths.

## HOW WILL I BE ASSESSED?

All assessments are externally marked and are split into two sections the core component and the occupational specialist component,

Core component:

- Written Exam
- Core Paper 1: Management and Administration
- Core Paper 2: Management and Administration
- Employer Set project (externally set)

Occupational Specialist Component:

- Externally set project

## WHAT WILL IT COST?

AGED 16-18

If you will be aged 16, 17 or 18 on 31st August prior to the start date of your course and you have the legal right to remain in the UK for the duration of your programme then your study with us will be free. Please see [here](#) for the documents you will need to show us.

Some courses will have other associated costs, such as for specialist materials and trips. Many of our students are eligible for financial support, see [here](#) for details.

## WHAT CAN I DO AFTER?

This qualification focuses on the development of knowledge and skills needed to work in the Management and Administration sector and prepares students to enter the sector through employment or as an Apprentice. Furthermore, the completion of this qualifications gives students the opportunity to progress onto higher education courses and training.

**Start Date: 1 September 2025**

**Duration: 2 Years**

**Attendance: Full Time**

**Center: Holloway**

<https://www.capitalccg.ac.uk/course/pdf/39901/>

