



Smarter systems,  
less admin

Reduce workload,  
strengthen compliance

Practical AI for  
busy schools

# AI Practitioner for Schools Level 4 Apprenticeship

Coordinate the ethical and effective use of AI and automation



*“Having completed a number of professional qualifications during my time as a teacher, I have found this course to be the one that most clearly impacted upon my practice.”*

- Apprenticeship Graduate

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## Introduction

The *AI Practitioner for Schools Apprenticeship* is a fully funded development programme designed for school and trust staff who want to lead the practical, ethical and effective use of AI and automation across education settings. It is built around the *Level 4 Artificial Intelligence and Automation Practitioner standard* and has been contextualised specifically for schools and multi-academy trusts.

The programme focuses on reducing administrative burden, improving data quality and supporting safer, more efficient school operations through responsible use of AI and low-code automation tools.

## Who should apply?

This apprenticeship is suitable for staff with an interest in coordinating the safe and effective use of AI and automation across their school or trust, particularly those involved in systems, data, operations or administration. Example job roles include:

- Teachers with an interest in AI
- AHTs, DHs and Headteachers
- School Business Managers
- Operations Managers
- Data or MIS Leads
- Trust Operations or Central Services Staff
- Administrative or Business Support Staff with responsibility for systems and processes

## Programme content

- ✓ **Module 1 & 2:** Strategic and Ethical Adoption (Months 1–2)
- ✓ **Module 3-4:** Process Mapping, Analysis and Opportunity Identification (Months 3–4)
- ✓ **Module 5:** Project Design - Solution Design and Development (Month 5-6)
- ✓ **Module 6:** Testing, Evaluation and Iteration (Month 6)
- ✓ **Module 7:** Stakeholder Engagement and Workforce Enablement (Month 7)
- ✓ **Module 8:** Driving Change and Sustainable Improvement (Month 8)
- ✓ **Module 9:** Future-Focused Change (Month 9)
- ✓ **At Month 10, learners will have a professional discussion with their tutor**
- ✓ Final Integrated Assessment and Sign-Off (Month 14)

## Programme structure

Delivery Structure





*"I am very grateful to my Course Tutor for their advice and support throughout the course."*

- Apprenticeship Graduate

# AI Practitioner for Schools Level 4 Apprenticeship

A fully funded apprenticeship that prepares school staff to coordinate the ethical and effective use of AI and automation across schools and trusts.

The programme prepares apprentices for roles including AI Coordinator, AI Implementation Lead, Digital and AI Lead and Automation and Systems Lead.

## Benefits

- ✓ Coordinate the ethical and responsible use of AI and automation within school and trust environments
- ✓ Identify opportunities to reduce workload through automation of administrative and operational processes
- ✓ Improve data quality, reporting and information flow across school systems
- ✓ Design, build and manage low-code automation solutions using commonly used school technologies
- ✓ Lead change safely and effectively, including staff engagement, risk management and compliance
- ✓ Apply safeguarding, data protection and GDPR principles to the use of AI and digital tools in schools
- ✓ Deliver a substantial workplace project that creates measurable impact for their school or trust

## Eligibility

To be eligible for the programme, participants must:

- Be currently employed in a school or trust setting and have employer support to complete the programme
- Have a role that involves systems, data, operations or administrative responsibility
- Be able to complete a workplace project as part of the apprenticeship
- Have the right to work and study in England

## AT A GLANCE



**Course duration**  
14 months



**This course awards**  
AI and Automation Practitioner Apprenticeship



**Access to**  
Cross-sector leadership resources & expertise



**Apprenticeship Levy Funding**  
Fully-funded through the Apprenticeship Levy

~~£18,000~~  
£0 with Apprenticeship Levy funding



Best  
Practice  
Network

## Step Into the Future of Education Leadership

Equip yourself and your school with the skills to lead practical, ethical and effective AI and automation that makes a real difference to your school every day.



Learn more and register at  
[bestpracticenet.co.uk/AI-Practitioner](https://bestpracticenet.co.uk/AI-Practitioner)

Learn. Share. Grow.

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