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Route: Legal, Finance & Accounting

# Legal

Matt Reynolds, Principal, Cirencester College  
Emma Minshall, T Level Legal Lead, Newcastle College

# Purpose of the Day & Introductions

- Network and relationship building
- Tangible takeaways
- Celebrate progress made

Spend some time introducing yourself. Please include:

- the name of your provider
- T Level delivery experience.



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# Hot Topics

Matt Reynolds and Emma Minshall

How do you integrate your business partnerships into curriculum delivery and develop ESP skills?



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# Lunch & Networking

Please be ready to start Session 2 at 13:30pm



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# Welcome Back

Legal



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# Resources

Ruth Flynn, AoC

Support for extended application responses and Legal leaflet

# Rationale

## Rationale for Developing the Application Skills Resource

- Students often give generic responses rather than applying the law to the specific scenario.
- Extended questions require structured application: explain legal elements, link to case facts, support with case law/statute and reach a reasoned conclusion.
- Examiner Reports (Core Paper 2, 2024) highlight the need to improve question deconstruction, contextual application and supported conclusions.
- A targeted resource will provide modelling, scaffolding and practice to strengthen extended responses.

# Resource Introduction & Overview

This resource is designed to support teaching and learning by providing an authentic, real-world context that helps bring theoretical content to life. It aims to strengthen classroom delivery, increase student engagement and provide practical examples that teachers can readily integrate into lessons.

## **Resources include:**

- a short industry-focused video case study
- supporting teaching notes with delivery guidance
- accompanying student worksheet with structured activities
- reflection and discussion prompts to extend learning.

# Resource Overview

Teachers and Industry Placement Coordinators highlighted:

- Ongoing difficulty securing suitable industry placements for T Level students
- Employers unsure about what T Level students can contribute
- Challenges articulating the value of hosting a student
- Limited confidence in explaining placement expectations clearly

Industry Placement Coordinators in particular reported finding it difficult to:

- Clearly explain what students are capable of doing
- Demonstrate how a placement could benefit the business



# Resource overview

A leaflet has been developed with the Legal Services CoP aimed at:

- Teachers
- Industry Placement Coordinators
- Employers (as a leave-behind or conversation guide)

Designed to support conversations and reduce barriers to engagement.

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## COULD YOUR ORGANISATION HELP SHAPE THE NEXT GENERATION OF LEGAL PROFESSIONALS BY OFFERING AN INDUSTRY PLACEMENT?

We are looking for Legal Services placements for our T Level students.

### Course overview

A T Level is a Level 3 technical qualification for 16 to 19-year-old students equivalent to three A Levels in size and rigour.

What sets the course apart is its substantial industry placement. Students complete a minimum of 315 hours in a relevant workplace.

Industry placements typically run 1 or 2 days per week, though block placements are also available. This flexibility allows students to build meaningful, sustained experience in their chosen sector, all while continuing their studies.

### Hybrid placements

Wherever possible, students are encouraged to spend their industry placements working face-to-face with an employer in a real workplace. Students studying the T Level Technical Qualification in Legal Services may complete up to one-fifth of their industry placement hours remotely, where hybrid working is already established within the firm or where travel distance makes daily commuting impractical.

Remote working must take place in a suitable and supported environment, with employers providing appropriate supervision, guidance and opportunities for meaningful engagement. This flexibility helps ensure industry placements remain accessible, inclusive and reflective of modern working practices, while maintaining the quality and integrity of the experience.

### Advice from CILEX

The Chartered Institute of Legal Executives (CILEX) has confirmed that students who complete the T Level Technical Qualification in Legal Services will be exempt from the CILEX Foundation Stage assessments in the following subjects:

- Legal Systems
- Contract Law
- Law of Tort
- Professional Skills: Legal Environment
- Professional Skills: Legal Research

Students can therefore progress directly onto the CILEX Professional Qualification (CPQ) with nearly full Foundation Stage exemptions, providing a faster route into a legal career. After the Foundation Stage, students become CILEX Paralegals and could progress to the CPQ Advanced and CPQ Professional to become a CILEX Lawyer.

### Contact us

[ADDRESS LINE 1]  
[ADDRESS LINE 2]  
[ADDRESS LINE 3]

[NAME] [Job title]

[Phone number 1]  
[Phone number 2]

[NAME] [Job title]

[Email address 1]  
[Email address 2]

To insert your logo, please select this image box, right click and choose 'Change picture'.

## T Level Technical Qualification in Legal Services – Industry placement checklist

Students completing the T Level Technical Qualification in Legal Services gain valuable, hands-on experience through their industry placements.

Below is an overview of the types of activities and skills that can be developed during a placement within your organisation:

### Research and analysis

- Conduct legal research on case law and statutes
- Assist in preparing case files and organising evidence

### Communication

- Draft simple legal documents, letters or case notes
- Shadow client interviews and write-up notes
- Provide professional customer service to clients or colleagues

### Teamwork

- Collaborate with colleagues on legal projects
- Use project management or administrative tools

### Professionalism and ethics

- Handle confidential information appropriately
- Support equality, diversity and inclusion initiatives

### Legal work experience

- Use digital case management systems
- Observe or support in court or tribunal settings
- Assist with basic financial or business law documents

**Industry placements are a powerful way for employers to invest in future legal talent, while allowing students to develop the insight, confidence and skills needed to succeed in the profession.**

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If you are an employer interested in finding out more information about industry placements, please contact:

[ADDRESS LINE 1]  
[ADDRESS LINE 2]  
[ADDRESS LINE 3]

[NAME] [Job title]

[Phone number 1]  
[Phone number 2]

[NAME] [Job title]

[Email address 1]  
[Email address 2]

# Questions

- What are your initial thoughts on this resource concept?
- What is your initial reaction to this resource proposal?
- Are there other resources that you would like to be developed?



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# Visual Curriculum Models

Ruth Flynn, AoC

# Curriculum Models

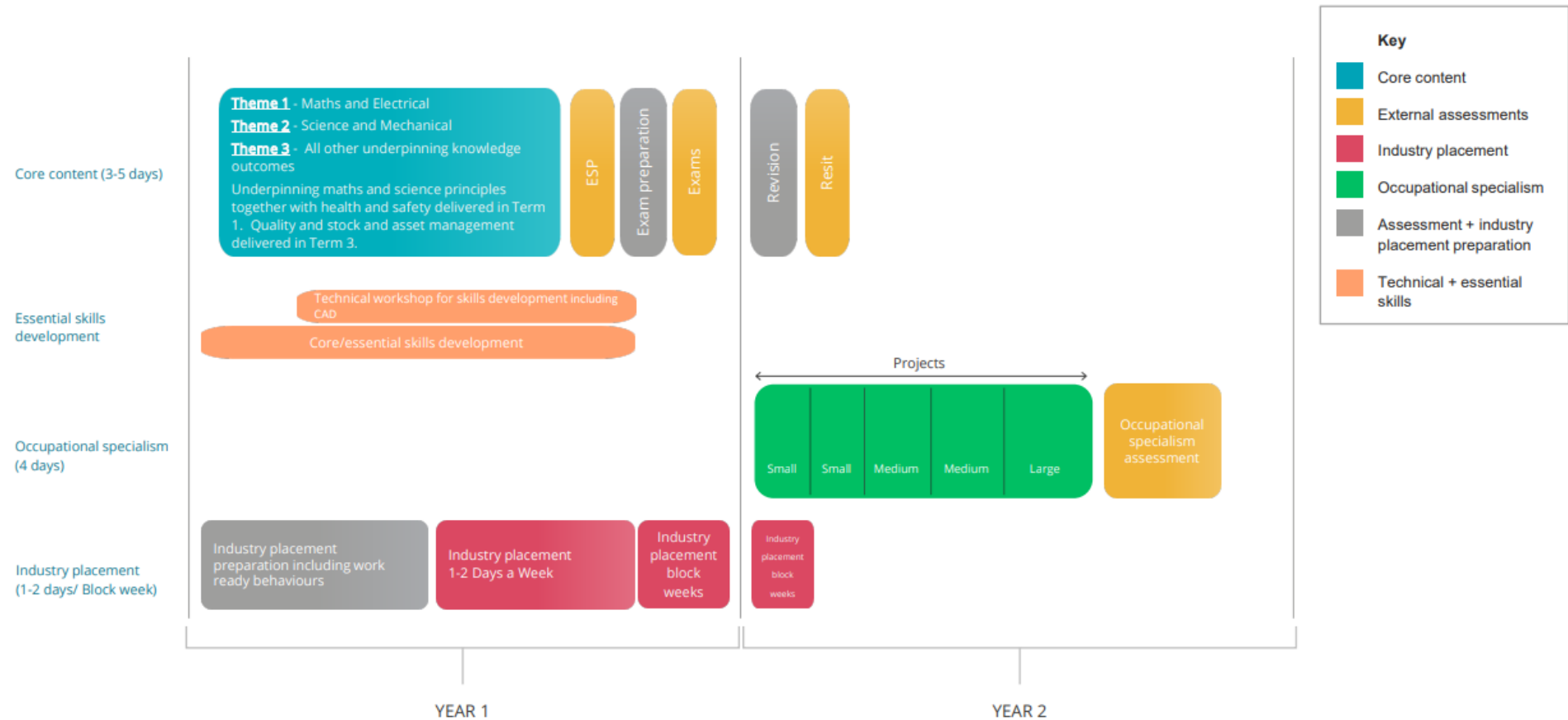
Gatsby undertook some work with AoC in 2023/24 to create macro sequencing curriculum models for four T Levels in Construction, Digital, Engineering & Manufacturing, and Health & Science.

Gatsby would like to create a visual curriculum model for all other Communities of Practice.

# Curriculum Model Example

## T Level Design and Development for Engineering and Manufacturing

Engineering and Manufacturing



# Curriculum Models

On your tables will be copies of a blank template for the curriculum model. Please can colleagues:

- discuss these on your table and update the models as clearly as you can
- add any useful information to the model you think will be helpful, especially for a new teacher wanting to use the model
- include names, emails and provider names on the back of the model(s) identifying who has contributed to these. We'll want to capture this in the information should we need to follow up before publication.

# Next Steps

The models and documents created today will be given to Gatsby to work with their publishers to create new documents and hopefully published on the Technical Education Networks website.

Please ensure your name, email address and provider are included on the back of the models you have been working on should we need to follow up to clarify any suggestions made.



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# Networking & Discussion

Matt Reynolds and Emma Minshall

# TLFY network for Legal Finance and Accounting

- Next meeting on the 16<sup>th</sup> March at 3:30pm
- Sign up here: [Microsoft Teams](#)

# Next Steps

## **Industry Associates Training Programme and Event**

29<sup>th</sup> April 2026 – London

Gatsby will be hosting an event for skills stakeholders, FE Leaders/Teaching and Learning leads to share the findings of the Industry Associates training programme pilot and engage interested stakeholders on how to scale this model nationally with a range of providers.

If you would like to learn more about this programme, or if you believe a Leader/Teaching and Learning lead at your institution may wish to attend our event, please contact Rory McDonald ([FEworkforce@gatsby.org.uk](mailto:FEworkforce@gatsby.org.uk)).

## **Next Community of Practice meeting**

- 26th June 2026 at 1pm

# Route Reflections & Next Steps

## Before you leave today

We would really value your feedback before you head off. It takes just two minutes and helps us improve future events.

Please scan the QR code now to share your feedback.

T Level Communities of Practice  
Exchange Conference Evaluation





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# Thank you for attending