



Level 3 Award in Education and Training



LEVEL 3 AWARD IN EDUCATION AND TRAINING

ENTRY GUIDANCE

OVERVIEW

Level 3 Award in Education and Training is an introductory teaching qualification.

Depending upon the optional units chosen, a learner will either need to take part in microteaching (Unit 02) or teaching practice in the work environment (Unit 03 and Unit 04).

Therefore, it may be undertaken by individuals who are not in a teaching role if the microteaching option is taken.

This qualification aims to meet the needs of a range of trainee teachers, such as:

- individuals not currently in a teaching or training role
- achievement of the qualification doesn't require practice other than microteaching unless units from

the learning and development suite of qualifications are selected

- individuals currently teaching and training (including those who have just begun teaching and training) - although the qualification does not require practice other than microteaching (unless units from the learning and development suite of qualifications are selected), opportunities may be made available to observe and provide feedback on a trainee teacher's practice
- individuals currently working as Assessors who wish to achieve a qualification that provides an introduction to teaching.

The objective of the qualification is to prepare learners for employment and support them to progress to a teaching role within the workplace.

All trainee teachers joining this qualification programme should undertake an initial assessment of skills in English, Mathematics and ICT.

They should record their development needs and, where applicable, agree an action plan to address them.

If trainee teachers join the qualification programme having already undertaken an initial assessment of their English, Mathematics and ICT skills, their record of development needs and any previous actions taken to address them should be reviewed and updated as required.



ACHIEVING THIS QUALIFICATION

To be awarded the A Level 3 Award in Education and Training, learners must achieve a minimum of 12 credits:

3 credits from the mandatory unit in Group A,

6 credits from Group B and

3 credits from Group C

This qualification consists of one mandatory unit and 5 optional units:

Mandatory unit:

Group A

- Unit 01 Understanding roles, responsibilities and relationships in education and training (3 credits)

Optional units:

Group B

- Unit 02 Understanding and using inclusive teaching and learning approaches in education and training (6 credits)
- Unit 03 Facilitate learning and development for individuals (6 credits)
- Unit 04 Facilitate learning and development in groups (6 credits)

Group C

- Unit 05 Understanding assessment in education and training (3 credits)
- Unit 06 Understanding the principles and practices of assessment (3 credits)

PRACTICE REQUIREMENTS

There is a minimum requirement for trainee teachers to engage in observed and assessed microteaching for the following optional unit: Unit 02 Understanding and using inclusive teaching and learning approaches in education and training
For this unit, trainee teachers must be involved in at least one hour of microteaching.

Each trainee teacher must deliver at least one 15-minute microteaching session that is observed and assessed by a member of the delivery team. For the additional 45 minutes, trainee teachers can either deliver additional microteaching sessions or observe the microteaching sessions of other trainee teachers.

Trainee teachers who are currently teaching may prefer to use their practice instead of microteaching to meet the requirements of this unit.

UNIT 1 Understanding roles, responsibilities and relationships in education and training

The purpose of this unit is to enable the learner to understand the role and responsibilities of a teacher in education and training, and the relationship between different professionals in education and training.

1. Understand the teaching role and responsibilities in education and training

Explain the teaching role and responsibilities in education and training

Summarise key aspects of legislation, regulatory requirements and codes of practice relating to own role and responsibilities

Explain ways to promote equality and value diversity

Explain why it is important to identify and meet individual learner needs

2. Understand ways to maintain a safe and supportive learning environment

Explain ways to maintain a safe and supportive learning environment

Explain why it is important to promote appropriate behaviour and respect for others

3. Understand the relationships between teachers and other professionals in education and training

Explain how the teaching role involves working with other professionals

Explain the boundaries between the teaching role and other professional roles

Describe points of referral to meet the individual needs of learners



OPTIONAL UNITS - OVERVIEW

The purpose of this unit is to enable the learner to understand the role and responsibilities of a teacher in education and training, and the relationship between different professionals in education and training.

Unit 02

Understanding and using inclusive teaching and learning approaches in education and training

The purpose of this unit is to enable the learner to understand and use inclusive teaching and learning approaches to meet the needs of their learners. It includes how to create a learning environment that engages and motivates learners, and the planning, delivery and evaluation of inclusive teaching and learning. It requires the learner to deliver a microteaching session and to evaluate their own delivery practice.

Unit 03

Facilitate learning and development for individuals

The aim of this unit is to assess a learning and development practitioner's understanding of how to facilitate learning and development for individuals. This could be someone in a coaching or mentoring role. They are required to understand the use of a variety of methods. 'Practitioner' means anyone with a learning and development responsibility as part of their role.

Unit 04

Facilitate learning and development in groups

The aim of this unit is to assess a learning and development practitioner's understanding of group dynamics and facilitating learning and development in groups. They are required to understand the use of a variety of methods, for example, presentations, instructions, demonstrations, small-group activities, skills practice and feedback, e-learning, blended learning, role-plays, simulations and experiential learning. 'Practitioner' means anyone with a learning development responsibility as part of their role.

Unit 05

Understanding assessment in education and training

The purpose of this unit is to enable the learner to understand how different types and methods of assessment are used in education and training. It includes ways to involve learners in assessment and requirements for record keeping.

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