

## SCHOOL OF HIGHER EDUCATION AND LIFELONG LEARNING

### NEW CERTIFICATE IN SUPPORTING TEACHING THE WIDER CURRICULUM IN SCHOOLS (CACHE) LEVEL 2

(Day or Evening)

This is part of a new suite of qualifications at level 2 including:-

- **the Certificate in Supporting Teaching and Learning in Schools** –for those who work with pupils individually or in groups under the supervision of a teacher in a primary, secondary or special school
- **the Award in Support Work in Schools** for those who have administrative roles, site support roles and technical roles.

All these qualifications have at least **five Units in common**

#### ***Is this the right course for me?***

Do you work in a school but outside the classroom ? Maybe you work as a midday assistant/supervisor in a school or do you support activities extra-curricular activities before and after school?

Are you considering a return to education and wanting to use the skills and experience you have acquired whilst out of formal education to achieve a recognised qualification in supporting children's education?

Perhaps you also want to gain a qualification that may allow you to progress to the Level 3 Certificate (or Diploma) in Supporting Teaching and Learning in Schools, and possibly beyond this to higher levels such as a Foundation Degree or a full degree?.

#### ***What do I need to join the course?***

There are no formal entry requirements for mature students. All learners should be at least 16 years of age. The course includes an Induction, as recommended by CACHE (the awarding body) – this Induction includes support in developing study skills.

Learners will need to be working or volunteering in a school environment as they need to show competence in both knowledge and skills.

An advanced CRB check is essential.

#### ***What will I be doing?***

You will need to achieve **20 credits** in total for the Certificate with **14 credits** coming from the mandatory units.

The **Mandatory units** you study are:

TDA 2.1 Child and Young Person Development (2 credits)

TDA 2.2 Safeguarding the welfare of children and young people (3 credits)

TDA 2.3 Communication and professional relationships with children, young people & adults ( 2 credits)

TDA 2.4 Equality, diversity and inclusion in work with young children and young people (2 credits)

TDA 2.8 Support children and young people's health and safety (3 credits)  
TDA 2.9 Support children and young people's positive behaviour (2 credits)

The remaining 6 credits come from :-

**Option Group A**

TDA 2.5 Schools as Organisations level 2 (3 credits)

**Or**

TDA 3.2 Schools as Organisations level 3 (3 credits)

**Plus 3 credits from Option Group B**

There are 13 possible units of study in this group with different credit values.

Examples include:-

TDA 2.7 Maintain and support relationships with children and young people (3 credits)

TDA 2.14 Support children and young people at meal and snack times (3 credits)

TDA 2.16 Support children and young people's play and leisure (3 credits)

TDA 2.17 Support children and young people's travel outside of the setting (3 credits)

TDA 2.18 Support extra-curricular activities (3 credits)

The Certificate will be expected to be completed in 18 months.

***How will my progress on the course be assessed?***

All units are internally assessed by a range of methods. This could include direct observation within the workplace, witness evidence, professional discussion, reflections on own work practice, learner's own plans and written records, written assignments or tasks set by CACHE.

The work and evidence required for each Unit is in the Candidate Handbook. Throughout the course you will be supported and guided by college tutors in completing all the required work.

***What will I achieve?***

A nationally recognised, level 2 qualification which will prepare you for study at level 3 and thus enabling you to apply for Teaching Assistant, Learning Assistant or Special Needs Assistant posts in mainstream or more specialist learning support settings

***What does it cost?***

To be confirmed

Students under 19 do not pay tuition or exam fees.

Students claiming income-based benefits may receive a discount on tuition fees, but will be liable for full registration-examination fees.

***What should I do now?***

If you wish to be interviewed for a place on this course please complete an application form and return it to the **Reception or The Advice Centre**.

If you have any queries please ring **The Advice Centre** on freephone 0800 854 695.

*Certain groups, eg male candidates, are under-represented on the Childcare courses. We positively encourage applications from all individuals regardless of gender, culture, class, age, disability or religion, in accordance with the College Equal Opportunity Policy.*

*All candidates working with children and young people are exempt from the Rehabilitation of Offenders Act (1974).*

*It is the policy of this College that all people are entitled to equality of opportunity in education and training.*

## **SCHOOL OF HIGHER EDUCATION AND LIFELONG LEARNING**

### **NEW CERTIFICATE IN SUPPORTING TEACHING AND LEARNING IN SCHOOLS (CACHE) LEVEL 2 (Day or Evening)**

**This is part of a new suite of qualifications at level 2 including:-**

- **the Certificate in Supporting the Wider Curriculum in Schools** – for those who work as midday assistants/supervisors or who support activities extra-curricular activities before and after school
- **the Award in Support Work in Schools** for those who have administrative roles, site support roles and technical roles.

All these qualifications have at least **five Units in common**

#### ***Is this the right course for me?***

Do you work with pupils individually or in groups under the supervision of a teacher? Do you support their learning in a primary, secondary or special school?

Are you considering a return to education and wanting to use the skills and experience you have acquired whilst out of formal education to achieve a recognised qualification in supporting children's education?

Perhaps you also want to gain a qualification that may allow you to progress to the Level 3 Certificate (or Diploma) in Supporting Teaching and Learning in Schools, and possibly beyond this to higher levels such as a Foundation Degree or a full degree?

#### ***What do I need to join the course?***

There are no formal entry requirements for mature students. All learners should be at least 16 years of age. The course includes an Induction, as recommended by CACHE (the awarding body) – this Induction includes support in developing study skills.

Learners will need to be working or volunteering in a school environment as they need to show competence in both knowledge and skills.

An advanced CRB check is essential.

#### ***What will I be doing?***

You will need to achieve **30 credits** in total for the Certificate with **24 credits** coming from the **nine** mandatory units.

The **Mandatory units** you study are:

TDA 2.1 Child and Young Person Development (2 credits)

TDA 2.2 Safeguarding the welfare of children and young people (3 credits)

TDA 2.3 Communication and professional relationships with children, young people & adults ( 2 credits)

TDA 2.4 Equality, diversity and inclusion in work with young children and young people (2 credits)

TDA 2.6 Help to improve own and team practice in schools (3 credits)

TDA 2.7 Maintain and support relationships with children and young people (3 credits)

TDA 2.8 Support children and young people's health and safety (3 credits)  
TDA 2.9 Support children and young people's positive behaviour (2 credits)  
TDA 2.10 Support learning activities (4 credits)

The remaining 6 credits come from :-

**Option Group A**

TDA 2.5 Schools as Organisations level 2 (3 credits)

**Or**

TDA 3.2 Schools as Organisations level 3 (3 credits)

**Plus 3 credits from Option Group B**

There are 13 possible units of study in this group with different credit values.

Examples include:-

TDA 2.12 Prepare and maintain learning environments (credit value 3)

TDA 2.13 Provide displays in schools (credit value 3)

TDA 2.14 Support children and young people at meal and snack times (credit value 3)

TDA 2.15 Support children and young people with disabilities and special educational needs (credit value 4)

TDA 2.17 Support children and young people's travel outside of the setting (credit value 3)

Plus other more specialist units that focus on ICT or Support for therapy.

The Award qualification consists of knowledge-based units only so learners do not need to be observed in a workplace but it is strongly recommended that they obtain work in a relevant setting .

The Award will usually be completed in 6 months.

The Certificate will be expected to be completed in 18 months.

***How will my progress on the course be assessed?***

All units are internally assessed by a range of methods. This could include direct observation within the workplace, a portfolio of evidence, written assignments or tasks set by CACHE.

The work and evidence required for each Unit is in the Candidate Handbook. Throughout the course you will be supported and guided by college tutors in completing all the required work.

***What will I achieve?***

A nationally recognized, level 2 qualification which will prepare you for study at level 3 and thus enabling you to apply for Teaching Assistant, Learning Assistant or Special Needs Assistant posts in mainstream or more specialist learning support settings

***What does it cost?***

To be confirmed

Students under 19 do not pay tuition or exam fees.

Students claiming income-based benefits may receive a discount on tuition fees, but will be liable for full registration-examination fees.

***What should I do now?***

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*Please note that all the details on this fact sheet were correct at the time of printing and may be subject to change.*

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*Updated March 2010*



## **SCHOOL OF HIGHER EDUCATION AND LIFELONG LEARNING**

### **NEW (CACHE) CERTIFICATE IN COVER SUPERVISION OF PUPILS IN SCHOOLS LEVEL 3 ( 30 CREDITS) (Evening)**

**This is part of a new suite of qualifications at level 3 including:-**

- **the Certificate in Supporting Teaching and Learning in Schools (CertSTL)** – suitable for those working in a senior work role supporting pupils individually or in small groups **(32 credits)**
- **the Award in Supporting Teaching and Learning in Schools (Award STL)** – suitable for those not yet working in a level 3 school role or those newly in post **(12 credits)**
- **the Diploma in Specialist Support for Teaching and Learning in Schools (DipSSTL)** – suitable for those working in a level 3 role who require more in depth knowledge, understanding and skills to broaden and extend their role. The Diploma contains units at level 2, level 3 and some at level 4 **(44 credits)**

All these qualifications have several Units in common

The above qualifications replace the NVQ and the taught certificate course in Supporting Teaching and Learning in schools.

### ***Is this the right course for me?***

This qualification will develop the knowledge and skills needed when working as a cover supervisor in the school environment. It covers all aspects of cover supervision including supervising learning activities in the absence of a teacher and supporting learners to complete work set by the teacher. It has many units in common with the level 3 Certificate in Supporting Teaching and Learning in Schools but omits those about actively advancing pupils' learning and includes a unit on providing cover. It is suitable for those who are already working in a senior role as a teaching assistant or learning support assistant and considering a return to education. Maybe you want to use the skills and experience you have acquired at work to achieve a recognised qualification in supporting children's education?

Perhaps you also want to gain a qualification that may allow you to progress to studying at higher levels such as a Foundation Degree or a full degree?

### ***What do I need to join the course?***

There are no formal entry requirements for mature students but a relevant level 2 qualification, recent relevant professional development and a good standard of literacy, numeracy and ICT would all be advantageous. All learners should be at least 16 years of age. The course includes an Induction, as recommended by CACHE (the awarding body) – this Induction includes support in developing study skills required at this level.

For the Certificates, learners will need to be working or volunteering in a school environment as they need to show competence in both knowledge and skills.

An advanced CRB check is essential.

### ***What will I be doing?***

**For the level 3 Certificate in Cover Supervision (CS)** you complete the **11** mandatory units below to give a total of **30 credits**

- TDA 3.1 Communication and professional relationships with children and young people ( 2 credits) (STL Award & Cert)
- TDA 3.2 Schools as Organisations (3 credits) (STL Award & Cert)
- TDA 3.4 Promote children and young people’s positive behaviour (3 credits) (CertSTL)
- TDA 3.5 Develop professional relationships with children, young people and adults (2 credits) (CertSTL)
- TDA 3.6 Promote equality, diversity and inclusion in work with young children and young people (2 credits) (CertSTL)
- CYP Core 3.4 Support children and young people’s health and safety (2 credits) (CertSTL)
- SHC 32 Engage in personal development in health, social care or children and young people’s settings (3 credits) (CertSTL)
- CYP Core 3.1 Understand child and young person development (4 credits) (STL Award & Cert)
- CYP Core 3.3 Understand how to safeguard the wellbeing of children and young people (3 credits) (STL Award & Cert)
- TDA 3.8 Supervise whole class learning (3 credits)
- TW3 Team Working

For further details see the course information sheet for the CACHE level 3 Certificate and Award in Supporting Teaching and Learning in Schools.

The Certificate will be expected to be completed in 12 months.

### ***How will my progress on the course be assessed?***

All units are internally assessed by a range of methods. This could include direct observation within the workplace, witness evidence, professional discussion, reflections on own work practice, written assignments, learner’s own plans and written records or tasks set by CACHE.

The work and evidence required for each Unit is in the Candidate Handbook. Throughout the course you will be supported and guided by college tutors in completing all the required work.

### ***What will I achieve?***

A nationally recognized, level 3 qualification which will prepare you for study at level 4 and beyond – Foundation Degree and degree level study. It enables you to apply for Senior Teaching Assistant, Senior Learning Assistant or Senior Special Needs Assistant posts in mainstream or more specialist learning support settings

### ***What does it cost?***

To be confirmed

Students under 19 do not pay tuition or exam fees.

Students claiming income-based benefits and/or on unemployment based benefits may receive a discount on tuition fees, but will be liable for full registration-examination fees.

### ***What should I do now?***

If you wish to be interviewed for a place on this course please complete an application form and return it to the **Reception or The Advice Centre**.

If you have any queries please ring **The Advice Centre** on freephone 0800 854 695.

## **SCHOOL OF HIGHER EDUCATION AND LIFELONG LEARNING**

### **NEW (CACHE) CERTIFICATE IN SUPPORTING TEACHING AND LEARNING IN SCHOOLS LEVEL 3 ( 32 CREDITS) (Evening)**

**This is part of a new suite of qualifications at level 3 including:-**

- **the Certificate in Cover Supervision of Pupils in Schools (CS)** – suitable for those who, in the absence of a teacher, supervise pupils carrying out pre-prepared work **(30 credits)**
- **the Award in Supporting Teaching and Learning in Schools** – suitable for those not yet working in a level 3 school role or those newly in post **(12 credits)**
- **the Diploma in Specialist Support for Teaching and Learning in Schools** – suitable for those working in a level 3 role who require more in depth knowledge, understanding and skills to broaden and extend their role. The Diploma contains units at level 2, level 3 and some at level 4 **(44 credits)**

All these qualifications have several Units in common

The above qualifications replace the NVQ and the taught certificate course in Supporting Teaching and Learning in schools.

### ***Is this the right course for me?***

Do you work directly with children or young people in a primary, secondary or special school environment? Do you support pupils individually or in groups under the supervision of a teacher?

This is suitable for those who are already working in a senior role as a teaching assistant, learning support assistant and considering a return to education. Maybe you want to use the skills and experience you have acquired at work to achieve a recognised qualification in supporting children's education?

Perhaps you also want to gain a qualification that may allow you to progress to studying at higher levels such as a Foundation Degree or a full degree?

### ***What do I need to join the course?***

There are no formal entry requirements for mature students but a relevant level 2 qualification, recent relevant professional development and a good standard of literacy, numeracy and ICT would all be advantageous. All learners should be at least 16 years of age. The course includes an Induction, as recommended by CACHE (the awarding body) – this Induction includes support in developing study skills required at this level.

For the Certificates, learners will need to be working or volunteering in a school environment as they need to show competence in both knowledge and skills.

An advanced CRB check is essential.

### ***What will I be doing?***

For the Certificate in Supporting Teaching and Learning in Schools, you will need to achieve **32 credits** in total all of which come from the **eleven** mandatory units.

The **eleven Mandatory units** you study are:

- TDA 3.1 Communication and professional relationships with children and young people ( 2 credits) (CS)
- TDA 3.2 Schools as Organisations (3 credits) (CS)
- TDA 3.4 Promote children and young people’s positive behaviour (3 credits) (CS)
- TDA 3.5 Develop professional relationships with children, young people and adults (2 credits) (CS)
- TDA 3.6 Promote equality, diversity and inclusion in work with young children and young people (2 credits) (CS)
- TDA 3.7 Support assessment for learning (4 credits)
- CYP Core 3.4 Support children and young people’s health and safety (2 credits) (CS)
  
- TDA 3.3 Support learning activities (4 credits)
- SHC 32 Engage in personal development in health, social care or children and young people’s settings (3 credits) (CS)
- CYP Core 3.1 Understand child and young person development (4 credits) (CS)
- CYP Core 3.3 Understand how to safeguard the wellbeing of children and young people (3 credits) (CS)

**For the level 3 Certificate in Cover Supervision (CS)** you complete the **9** mandatory units identified above (CS) plus **2 further mandatory** units to give a total of **30 credits**

The remaining **6** credits come from :-

- TDA 3.8 Supervise whole class learning (3 credits)
- and
- TW3 Team Working

For further details see the course information sheet for the CACHE level 3 Certificate in Cover Supervision of Pupils in School.

The **Award in Supporting Teaching and Learning in Schools** qualification consists of knowledge-based units only so learners do not need to be observed in a workplace. It is strongly recommended that they obtain work in a relevant setting. The Award will usually be completed in 6 months. The Certificate will be expected to be completed in 12 to 18 months.

***How will my progress on the course be assessed?***

All units are internally assessed by a range of methods. This could include direct observation within the workplace, witness evidence, professional discussion, reflections on own work practice, written assignments, learner’s own plans and written records or tasks set by CACHE.

The work and evidence required for each Unit is in the Candidate Handbook. Throughout the course you will be supported and guided by college tutors in completing all the required work.

***What will I achieve?***

A nationally recognized, level 3 qualification which will prepare you for study at level 4 and beyond – Foundation Degree and degree level study. It enables you to apply for Senior Teaching Assistant, Senior Learning Assistant or Senior Special Needs Assistant posts in mainstream or more specialist learning support settings

***What does it cost?***

To be confirmed

Students under 19 do not pay tuition or exam fees.

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***What should I do now?***

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