

# Course Information Sheet

## Level 3 Award in Education and Training (RQF)

48hrs contact time, 120hrs total qualification time including directed study



### Overview

This entry level teaching qualification provides an introduction to teaching and training and develops skills, knowledge and understanding in preparing, planning, delivering and evaluating teaching and learning sessions. It focuses on the teaching of post-16 learners and replaces the former Preparing to Teach in the Lifelong Learning Sector (PTLLS) qualification.

### Course Content

- ⊕ Teaching roles and responsibilities; legislation, regulations and codes of practice; promoting equality and diversity; identifying and meeting individual needs of learners
- ⊕ Maintaining and safe and supportive learning environment; promoting appropriate behaviour and respect for other learners
- ⊕ Working with other professionals; the boundaries between teaching roles and other professional roles; point of referral to meet individual needs of learners
- ⊕ Features of inclusive teaching and learning; strengths and limitations of teaching and learning approaches within your teaching specialism; importance of providing opportunities to develop numeracy, literacy, ICT and wider skills
- ⊕ Inclusive teaching and learning environment; selecting appropriate teaching and learning approaches, resources and assessment methods to meet the needs of individual learners; engaging and motivating learners; establishing ground rules
- ⊕ Devising and delivering inclusive teaching and learning plans; justifying selection of teaching and learning approaches, resources and assessment methods to meet needs of individual learners
- ⊕ Communication skills; providing constructive feedback for improvement
- ⊕ Reviewing effectiveness of your teaching session; identifying areas for improvement in delivery
- ⊕ Types of assessment; comparison of strengths and limitation of different assessment methods; how methods can be adapted to meet individual needs
- ⊕ Peer and self assessment
- ⊕ Constructive feedback
- ⊕ Record keeping for assessment purposes

## Pre-requisites

To enrol on the course learners will need to meet the minimum core standards in English, Mathematics and ICT (see Minimum Core Elements document) or hold Level 2 qualifications in these areas (GCSE at grade C / 4 or above or equivalent). Learners must be over the age of 19.

## Assessment

Completion of a portfolio which includes:

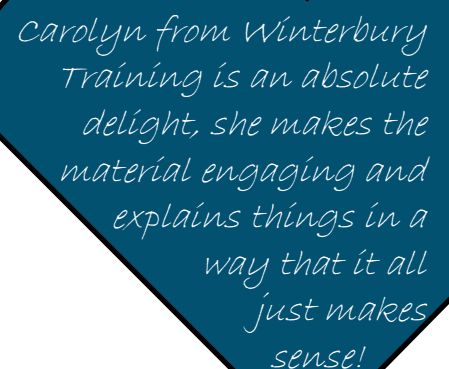
- ⌘ self-reflection to create an action plan of development needs
- ⌘ Unit 1—Roles, Responsibilities and Relationships in Education and Training—written assignment answering 10 questions
- ⌘ Unit 2—Inclusive Teaching and Learning Approaches in Education and Training—written assignment answering 7 questions, planning and delivery of a micro-teach session (minimum 15 minutes) and a reflective account of the delivered session, plus observation and feedback of colleagues' microteach sessions
- ⌘ Unit 3—Assessing in Education and Training—written assignment answering 12 questions

## Certification

Upon successful completion of all assessments learners will achieve the Level 3 Award in Education and Teaching which is a qualification regulated by Ofqual and accredited by Qualifications Network UK.

## Why book with Winterbury Training?

- ⌘ Fully qualified teacher (PGCE, QTS) with extensive experience in education (early years to post-16), curriculum design, development & resourcing and education governance
- ⌘ Practical activities & tasks to ensure learning is engaging & memorable & caters for all learning styles
- ⌘ Plenty of opportunity for discussion
- ⌘ Our delegate feedback is outstanding:
  - ⌘ 99.4% rated teaching ability 5/5
  - ⌘ 97.6% rated how much they learned 5/5
  - ⌘ 100% of delegates would recommend us
- ⌘ No VAT payable on our course fees



*Carolyn from Winterbury Training is an absolute delight, she makes the material engaging and explains things in a way that it all just makes sense!*

**For more information, to book a course at your school, setting or business or to book places on an open course, contact us:**

**Email: [info@winterburytraining.co.uk](mailto:info@winterburytraining.co.uk)**

**Tel: 07584 732119**

**Open course dates and venues can be found on our website:**

**[www.winterburytraining.co.uk](http://www.winterburytraining.co.uk)**