

Entry Level and level 1 Certificate in Self-development Through Learning (3071)

Frequently asked questions



Section 1 – Information for learners

Q1. How many units do I have to do to complete the full qualification?

You will need to complete 5 units to complete the full qualification.

Q2. Are there any age restrictions in taking this qualification?

There are no age restrictions for this qualification.

Q3. Are there any tests or exams associated with this qualification?

There are no tests or exams however you will need to build up a portfolio of evidence for each unit.

Q4. Do I need to have access to a work setting?

No. There is not a requirement for a work setting for this qualification.

Q.4 Can any of my previous experience and/or qualifications count towards this qualification?

The Certificate in Self-Development through Learning is not seen as an APL programme. The programme is about using the learner's current situation as their starting point and, through initial support, developing a plan to move forward to the next stage of their chosen route. The modules are designed to be active and are not intended for accrediting past experience. Past experience is seen as a useful learning tool which can be used to refresh and support learning. If there is evidence of new understanding and skills from that learning, then it is acceptable. Describing a past learning experience cannot be accredited to the modules in this award.

Q5. What other qualifications can I do when I have finished this qualification?

You may progress into employment following completion of this qualification and may therefore want to do an NVQ, or you may wish to do another non work based qualification. Details of all City & Guilds qualifications, covering a wide range of subject areas, are available on our website

www.cityandguilds.com.

Section 2 –Information for centres

Q6. Who are these qualifications aimed at?

The **aim** of the *Certificate in Self-Development Through Learning (Learning Power)* is to provide a framework in which centres can offer education and learning opportunities to people who are vulnerable and experiencing instability in their lives. This may include people who are vulnerable because they are: homeless; involved with substance misuse; looked after children who are leaving care; ex-offenders or young offenders amongst others. It has been developed from the 'Outside In', the client programme for the LSC's Homelessness Sector Pilot.

The framework has four levels with each level defined by the circumstances and behaviours of the learner linked to an educational level of achievement

Entry Level 1: the learner is in unsafe and disorderly circumstances, which need to be stabilised.

Entry Level 2: the learner wishes for an improvement in circumstances and is ready to try and move forward

Entry Level 3: the learner is in a stable and recovered home situation and is building the capacity to move forward.

Level 1: the learner is confidently moving into a sustainable independent way of life.

Q7. Are there any learner entry requirements for these qualifications?

There are no formal entry requirements for learners undertaking these qualifications. However, centres must ensure that learners have the potential and opportunity to be successful in gaining their qualifications.

Q8. How do we gain approval to offer these qualifications?

For centres currently offering Profile of Achievement (3791), Preparing for Employment (3797) and/or Certificate in Self-development Through Learning (3071) **a fast track approval process is available.**

Centres new to City & Guilds, or those who have not previously offered the above qualifications, will be required to follow the full centre and/or qualification approval process. Full details of how to become a City & Guilds centre, or how to apply for approval to run additional qualifications are available in *Providing City & Guilds Qualifications – a guide to centre and qualification approval* available from our **centre resources** page on our website, www.cityandguilds.com.

Q9. How many guided learning hours are recommended for these qualifications?

City & Guilds recommends that 150 guided learning hours be allocated to each qualification.

Q10. How will the learner be assessed?

Learner's will be assessed through building up a portfolio of evidence which is mapped against the outcomes in the unit.

Q11. How is quality assurance of the qualification maintained?

The assessor at the centre should carrying out reviews with the learner to see how they are progressing and can help them to build up their portfolio. The Internal Verifier will then sample some of the

portfolios. City & Guilds conducts quality assurance through the external verification process, which includes the regular standardisation of work amongst External Verifiers.

Q12. Do my members of staff need the A and V units if they are assessing or internally verifying this qualification?

City & Guilds strongly recommends that centre staff who act as assessors and internal verifiers be qualified in assessment. However, it is not essential that assessors and internal verifiers for this qualification hold the D, A or V units. All staff supporting, assessing or verifying this qualification must be able to demonstrate that they are personally confident and competent in using the skills assessed in this qualification.

Staff should also have experience of delivering personal and social development training through non formal settings and approaches.

Q13. Do we need to take into account literacy and numeracy levels when assessing our learners?

Literacy and numeracy levels are not the focus of this qualification however there may be opportunities where learner's can improve on or extend their literacy and numeracy skills through this qualification if it is seen as important for that learner.

Assessors and Verifiers should be aware that a range of evidence is acceptable for each unit (provided it can be demonstrated that the requirements of the unit have been met), and that emphasis should not be placed on the literacy and/or numeracy skills of the learners.

Q14. How do I access funding for this qualification?

In England, the Learning and Skills Council (LSC) is responsible for funding and planning education and training for over 16-year-olds.

In Scotland, colleges should contact the Scottish Further Education Funding Council, at www.sfc.co.uk. Training providers should contact Scottish Enterprise at www.scottish-enterprise.com or one of the Local Enterprise Companies.

For Wales, centres should contact the Department for Education, Lifelong Learning and Skills (DELLS), part of the Welsh Assembly Government at www.learning.wales.gov.uk

In Northern Ireland, funding information for all types of qualifications, may be obtained from the Department for Employment and Learning at www.delni.gov.uk

Q15. Where can I find out about other qualifications?

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