



Adult Skills Delivery Plan

Early Years



To support you with your Adult Skills delivery, we have produced an example delivery plan which focuses on 'Early Years'. The aim is to assist you in designing a flexible delivery programme, which can be tailored to the needs of your adult learners and meet the requirements of the various funding initiatives.*

*The information contained within this delivery plan is provided as a guide and is subject to change. When developing your programmes, we advise that you continue to confirm funding criteria and eligibility with the relevant sources eg: ESFA funding information - [qualifications.education.gov.uk/Home/Downloads](https://www.qualifications.education.gov.uk/Home/Downloads)

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Skills bridge to employment

Duration (Typical)	Programme Type	Product / Qualification	GLH	Funded	Weighted Rate	Learning Aim Ref	Qual No	PAM*
Up to 2 weeks	1. Introduction to Early Years and Childcare (May be suitable for Kickstart, JETS, Restart, ESF or SWAP initiatives)	Level 1 Award in Introduction to Safeguarding Young People from Harm, Abuse and Exploitation	12	AEB / ESF	£56	60174900	1890-02	P
		Level 1 Award in Employability Skills (6 Credits) Unit 480: Introduction to working in healthcare, adult care and childcare (3 credits) Unit 454: Understanding Child Development (3 Credits)	29 - 60 (6 credits)	AEB / ESF	£300	60136297	5546-02	P
		AND / OR						
		Level 1 Growth and development of young children (Unit 101)	18	AEB / ESF	£112	F6013408	4237-90	A
		Level 1 Respecting and valuing children (Unit 104)	18	AEB / ESF	£112	M6010116	4237-90	A
2 - 4 weeks	2. Preparing to Work in Early Years and Childcare (May be suitable for Kickstart, JETS, Restart, ESF or SWAP initiatives)	Level 1 Award in Introduction to Safeguarding Young People from Harm, Abuse and Exploitation	12	AEB / ESF	£56	60174900	1890-02	P
		Level 1 Award in Employability Skills	29 - 60	AEB / ESF	£300	60136297	5546-02	P
		AND / OR						
		Level 1 Preparing for your next steps (Unit 106)	36	AEB / ESF	£168	L6010110	4237-90	A
		Level 1 Growth and development of young children (Unit 101)	18	AEB / ESF	£112	F6013408	4237-90	A
		Level 1 Respecting and valuing children (Unit 104)	18	AEB / ESF	£112	M6010116	4237-90	A

Key to terms

PAM – Portfolio / Assessment (Practical/ Knowledge) / Multiple-choice

AEB – Adult Education Budget
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Skills bridge to employment

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4 - 6 weeks	3. Industry Tasters for Early Years and Childcare (May be suitable for Kickstart, JETS, Restart, ESF or SWAP initiatives)	Level 1 Award in Caring for Children	85	AEB / ESF	£504	60087420	4237-01	A	
		Level 1 Award in Employability Skills (6 Credits)	29-60	AEB / ESF	£300	60136297	5546-02	P	
		AND / OR Example units below							
		Level 1 Awareness of equality and diversity (Unit 435) 2 Credits	17	AEB / ESF	£100	D5062699	5546-02	P	
		Level 1 Developing skills in caring for young children (Unit 453) 3 Credits	27	AEB / ESF	£150	L5068143	5546-02	P	
		Level 1 Understanding child development (Unit 454) 3 credits	30	AEB / ESF	£150	R5068144	5546-02	P	
		Level 1 Understanding children's social and emotional development (Unit 455) 3 credits	27	AEB / ESF	£150	R5068564	5546-02	P	
		Level 1 Understanding the physical and psychological needs of children (Unit 457) 3 credits	27	AEB / ESF	£150	J5068562	5546-02	P	
7 - 10 weeks	4. Developing skills for Early Years and Childcare (May be suitable Kickstart, JETS, Restart, Traineeships and Pre-apprenticeship programmes)	Level 1 Certificate in Skills for Working in Health, Adult and Child Care Sectors	107	AEB / ESF	£724	60173762	5546-61	P	
		Level 1 Award in Caring for Children	85	AEB / ESF	£504	60087420	4237-01	A	

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10 weeks - 12 months	5. Enhancing skills for Early Years and Childcare (May be suitable for the initiatives above)	Level 1 Diploma in Caring for Children	321	AEB / ESF	£2225	60085460	4237-03	A
		OR						
		Level 1 Certificate in Caring for Children	229	AEB / ESF	£1417	60085836	4237-02	A
		Level 1 Certificate in Skills for Working in Health, Adult and Child Care Sectors	107	AEB / ESF	£724	60173762	5546-61	P
12 - 36 months+*	6. Working in Early Years at Level 2 Level 2 NVQs in Early Years Level 2 Apprenticeships in Early Years	Level 2 Diploma for the Early Years Practitioner ***	298	AEB / ESF	£2225	60349359	4228-02	P
		Level 2 Early Years Practitioner Apprenticeship	N/A	Apprenticeship / Levy	£4000	ST0888	9062-12	See assessment plan
12 months+*	7. Working in Early Years at Level 3 Level 3 NVQs in Early Years Level 3 Apprenticeships in Early Years	Level 3 Diploma for the Early Years Practitioner (Early Years Educator) ***	356	AEB / Adult LL / NSF	£2882	60131184	3605-03	P
		Level 3 Early Years Educator Apprenticeship	N/A	Apprenticeship / Levy	£6000	ST0135	9042-12	See assessment plan

*Please check individual apprenticeship standard for anticipated duration

***(Prior learning rules may apply if the learner progresses to an apprenticeship)

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Example programme

Duration (Typical)	Programme Type	Product / Qualification	GLH	Funded	Weighted Rate	Learning Aim Ref	Qual No	PAM*
2 - 4 weeks	Example Programme 1: Preparing to Work in Early Years and Childcare May be suitable for SWAP, JETs, Mini-Traineeships or Restart learners (If a higher GLH is required substitute the Award in Employability for Certificate Or Level 1 Award in Introduction to Health, Social Care and Children's and Young People's settings)	Level 1 Award in Introduction to Safeguarding Young People from Harm, Abuse and Exploitation	12	AEB / ESF	£56	60174900	1890-02	P
		Level 1 Award in Employability Skills (6 Credits)	29 – 60	AEB / ESF	£300	60136297	5546-02	P
		Example Unit 480: Introduction to working in healthcare, adult care and childcare	3 Credits / 27	AEB / ESF	£168 (If delivered as a unit only)	M5074985	5546-02	P
		Example Unit 455: Understanding children's social and emotional development	3 Credits / 27	AEB / ESF	£150 (If delivered as a unit only)	R5068564	5546-02	P
		Level 1 Growth & Development of young children (Unit 101)	18	AEB / ESF	£112	F6013408	4237-90	A
		Total GLH	84 GLH	Total Funding	£468			

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Example Traineeship programme

Duration (Typical)	Programme Type	Programme Area	AEB Funding
6 weeks - 12 months	Example Programme 2: Early Years and Childcare Traineeship Programme	Traineeship core element (work preparation and placement)	£1500
		Maths, English & Digital Skills	
		Maths Functional Skills (4748)	£724
		English Functional Skills (4748)	£724
		Digital Skills Units (4249/7574)	Matrix Funding
		Work-Ready Skills	
		Level 1 Award in Employability Skills (5546-02)	£300
		Vocational Taster	
		1 Award in Introduction to Health, Social Care and Children's and Young People's settings (4333-11)	£504
		Total Funding	£3752 (Excl Digital Skills)

For AEB-funded traineeships, the ESFA may apply a job outcome payment, depending on the type of programme being delivered. The £1000 employer incentive for each trainee taken on, up to a maximum of 10 trainees per employer has been extended for 2021-22

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Resources and contact information

Our number one goal is to provide you with an unrivalled level of support, ensuring you have the advice, guidance and resources you need to deliver the best possible experience to your learners.

Our Adult Skills team includes: AEB and Traineeships advisors and subject specialists – dedicated to support with curriculum planning, qualification delivery and understanding on the ever-changing educational environment. Dedicated Account Manager – along with a named contact for all your quality needs.

Get in touch with us to learn more about our Adult Skills provision or more about what City & Guilds qualifications can do for you or your business.

Contact us now

For enquiries about Adult Skills and digital services contact us:

T: 0192 420 6709

For information on how to become a centre visit [our webpage](#).

E: directsales@cityandguilds.com

#CGAdultSkills

W: cityandguilds.com/adult-skills

For further information and support with our digital learning, learning materials and platforms including; SmartScreen, Portfolio Plus and e-Functional Skills Reloaded:

E: digitalsales@cityandguilds.com

W: cityandguilds.com/digital-learning