

Adult Skills Delivery Plan

Early Years

January 2024



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

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Green Skills for the future

City & Guilds Level 2 Award in Sustainability and the Green Environment

QAN: 610/1201/4

GLH: 30

Level 2 Award in Sustainability and the Green Environment has been designed to provide learners with an introduction to the subject of climate change, sustainability, net zero and the environment as they relate to a green future and can be contextualised to any industry. The award will assist learners with applying sustainable practices at home or in the workplace.

This qualification can be delivered as a stand-alone qualification or added to any of the example programmes illustrated within the delivery plan or other programmes of learning.



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	Level 1 Award in Introduction to Safeguarding Young People from Harm, Abuse and Exploitation	12	AEB / MCA	£56	60174900	1890-02	P
		Level 1 Award in Employability Skills (6 Credits)	29 - 60 (6 credits)	AEB / MCA	£300	60136297	5546-02	P
		Example units below: Unit 480: Introduction to working in healthcare, adult care and childcare (3 credits) Unit 454: Understanding Child Development (3 Credits)						
2 - 4 weeks	2. Preparing to Work in Early Years and Childcare	Level 1 Award in Introduction to Safeguarding Young People from Harm, Abuse and Exploitation	12	AEB / MCA	£56	60174900	1890-02	P
		Level 1 Award in Employability Skills	29 - 60	AEB / MCA	£300	60136297	5546-02	P
		and/or						
		Level 1 Award in Caring for Children	85	AEB / MCA	£504	60087420	4237-01	A
		Level 1 Preparing for your next steps (Unit 106)	36			L6010110	4237-90	A
		Level 1 Growth and development of young children (Unit 101)	18			F6013408	4237-90	A
		Level 1 Respecting and valuing children (Unit 104)	18	-		M6010116	4237-90	A

Key to terms

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

AEB – Adult Education Budget
Adult LL – Advanced Learner Loan

FCFJ – Free Courses for Jobs
MCA – Mayoral Combined Authority

Skills bridge to employment

Duration (Typical)	Programme Type	Product / Qualification	GLH	Funded	Weighted Rate	Learning Aim Ref	Qual No	PAM*
4 - 6 weeks	3. Industry Tasters for Early Years and Childcare	Level 1 Award in Caring for Children	85	AEB / MCA	£504	60087420	4237-01	A
		and/or						
		Level 1 Award in Employability Skills (6 Credits)	29-60	AEB / MCA	£300	60136297	5546-02	P
		Example units below:						
		Level 1 Awareness of equality and diversity (Unit 435) 2 Credits	8			D5062699	5546-02	P
		Level 1 Developing skills in caring for young children (Unit 453) 3 Credits	10	AEB / MCA	£150	L5068143	5546-02	P
		Level 1 Understanding child development (Unit 454) 3 credits	10	AEB / MCA	£150	R5068144	5546-02	P
		Level 1 Understanding children's social and emotional development (Unit 455) 3 credits	16	AEB / MCA	£150	R5068564	5546-02	P
7 - 10 weeks	4. Developing skills for Early Years and Childcare	Level 1 Understanding the physical and psychological needs of children (Unit 457) 3 credits	40	AEB / MCA	£150	J5068562	5546-02	P
		Level 1 Certificate in Skills for Working in Health, Adult and Child Care Sectors	107	AEB / MCA	£724	60173762	5546-61	P
		Level 1 Award in Caring for Children	85	AEB / MCA	£504	60087420	4237-01	A

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Duration (Typical)	Programme Type	Product / Qualification	GLH	Funded	Weighted Rate	Learning Aim Ref	Qual No	PAM*
10 weeks - 12 months	5. Enhancing skills for Early Years and Childcare	Level 1 Certificate in Caring for Children	229	AEB / MCA	£1417	60085836	4237-02	A
		and/or						
		Level 1 Certificate in Skills for Working in Health, Adult and Child Care Sectors	107	AEB / MCA	£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 / MCA	£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	Adult LL / FCFJ / MCA	£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 (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 / MCA	£56	60174900	1890-02	P
		Level 1 Award in Employability Skills (6 Credits)	29 – 60	AEB / MCA	£300	60136297	5546-02	P
		Example Unit 480: Introduction to working in healthcare, adult care and childcare	3 Credits / 27	AEB / MCA	£168 (If delivered as a unit only)	M5074985	5546-02	P
		Example Unit 455: Understanding children's social and emotional development	3 Credits / 16	AEB / MCA	£150 (If delivered as a unit only)	R5068564	5546-02	P
		Total GLH	66 GLH	Total Funding	£356356			

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Example Work Preparation Programme

Duration (Typical)	Programme Type	Programme Area	AEB Funding
6 weeks – 12 months	Example Programme 2: Work Prep Programme	Core Element	
		Work Placement (175 hours)	£1265
		Work Preparation Qualification Example: Level 2 Extended Award in Employability Skills - (5546-03) (601/3633/9)	£300
		Maths, English & Digital Skills	
		Maths Functional Skills (4748) - where level 2 has not been achieved at key stage 4.	£724
		English Functional Skills (4748) - where level 2 has not been achieved at key stage 4.	£724
		Digital Functional Skills Qualification (4748)	£336
		Vocational Taster	
		Level 2 Diploma in ICT Systems and Principles for IT Professionals (501/1859/6)	£2583
		Total Funding	£5932

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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: advisors and subject specialists – dedicated to support with curriculum planning, qualification delivery and understanding on the ever-changing educational environment. A 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: customersupport@cityandguilds.com

#CGAdultSkills

W: cityandguilds.com/adult-skills

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

E: customersupport@cityandguilds.com

W: cityandguilds.com/digital-learning