



T Levels – Provider update July 2021

Management and Administration

Using the webinar platform



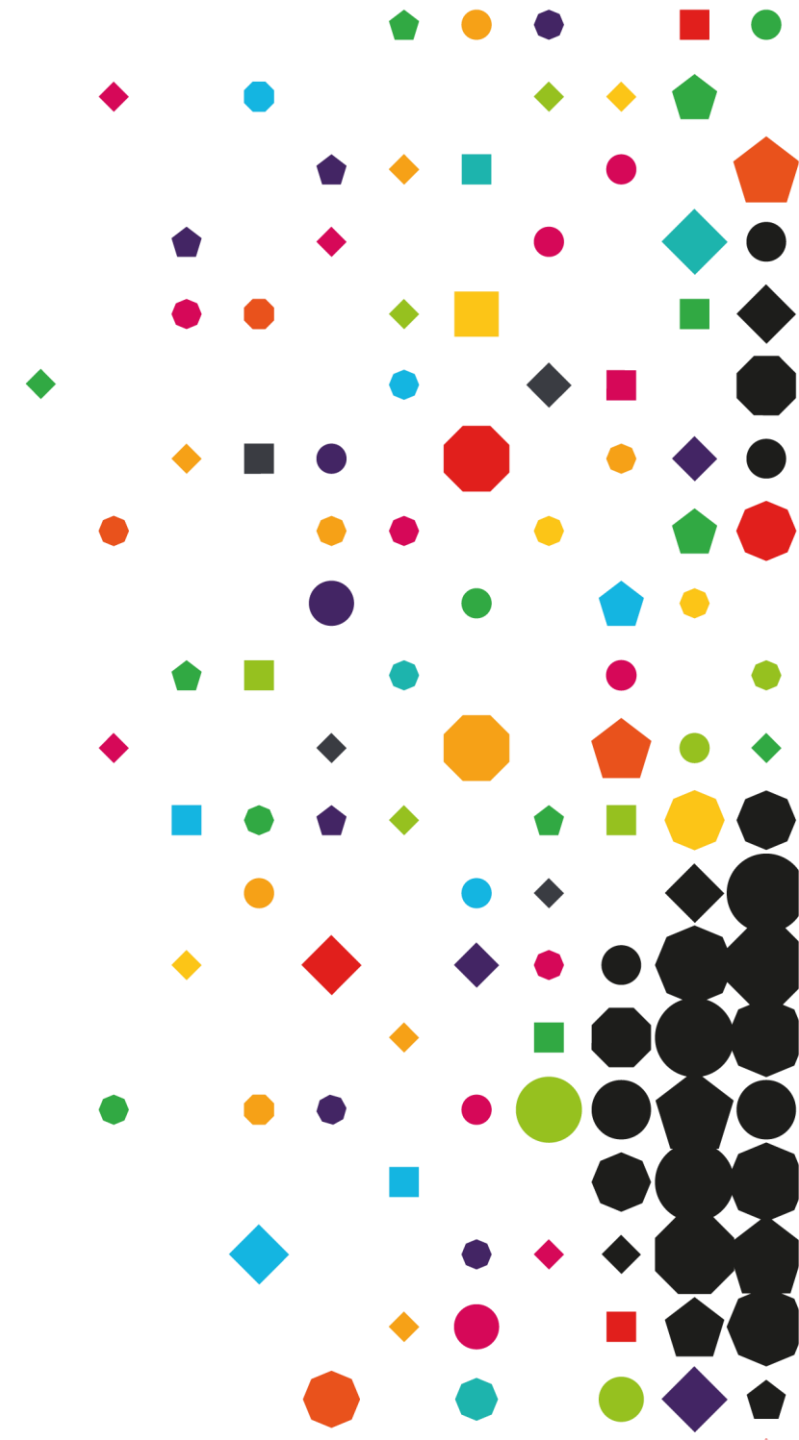
Send any questions in the question area throughout the webinar



All attendees will be set to mute



Webinar resources will be shared on our website shortly after



Who we are



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T Level programme composition

1800 hours over two years. Achievement of T Level must include all components.
UCAS points will be attached and the points will be equivalent to 3 A levels.

CORE

20-50% Total TQ time

Graded A* - E

Core 1 Concepts & theories

Core 2 Transferable/Core skills

Assessment:

- External exams
- Substantial employer set project

OCCUPATIONAL SPECIALISM

50-80% Total TQ time

Graded Pass/merit/distinction

Based on occupational maps

No less than 50% of the total qualification
planned time

Threshold competency

Assessment:

- Synoptic practical assignment(s)

**Industry
Placement**

315-420 hours
Min 45-60 days

**Maths, English
and digital skills**
GCSE or
Functional Skills
Level 2

LTP
(other
requirements set
by T Level panel)

**Employability,
enrichment &
pastoral (EEP)**

Employers from across the public and private sector who have been engaged with TQ development sessions

| | | | |
|------------------------------------------------------|----------------------------------------|------------------------------------|----------------------------------------|
| Cadent Gas | Chronyko | Entrust (Capita) | Eruditology |
| Caring Homes | Covance Laboratories | Future Talent Group | Gateway Community Radio |
| Gen2 | Loughborough College | NHS - Northumbria Healthcare Trust | Oakman Inns |
| Santander | Sainsburys | TILM | HMRC |
| Birley Clubs | Central Bedfordshire Local Authority | Durham University | Wesleyan Group (Finance and Insurance) |
| Energus Nuclear Graduates (Training and hospitality) | First Response (Finance) | Lloyds Banking Group (Finance) | HMPPS (Civil Service) |
| Forge Rock (Digital) | Quadient (Neopost) (delivery services) | Siemens Energy (Utilities) | The Abbeyfield Society (Healthcare) |

Providers who have been engaged with TQ development sessions

| | | | |
|---------------------------------------------------|-------------------------------|----------------------|----------------------------|
| North Warwickshire & South Leicestershire College | The Manchester College | Petroc | North Lyndsay College |
| Wakefield College | Calderdale College | Rease Heath College | Doncaster College |
| Weston College | HSDC | Loughborough College | Lakes College West Cumbria |
| St John Rigby College | Hull College | Walsall Academy | South Devon College |
| South and City College Birmingham | Blackpool & the Fylde College | Walsall Academy | Oldham College |
| University of Academy Holbeach | Leicester College | Sheffield College | Walsall College |
| Uxbridge College | York College | New Durham College | MK College |

UCAS Points and T Level Grading

Fig.1.DfE grading of core, occ specialism overall T Level grade

| Core Component Grade | Occupational Specialism Grade | | | | Overall T Level Grade |
|----------------------|-------------------------------|--------------|-------------|-------------|-----------------------|
| | | Distinction | Merit | Pass | |
| | A* | Distinction* | Distinction | Distinction | |
| | A | Distinction | Distinction | Merit | |
| | B | Distinction | Merit | Merit | |
| | C | Merit | Merit | Pass | |
| | D | Merit | Pass | Pass | |
| | E | Pass | Pass | Pass | |

Fig.2
UCAS points

| UCAS tariff points | T Level overall grade | A level |
|--------------------|------------------------------------------------------------------------------|---------|
| 168 | Distinction* (A* on the core and distinction in the occupational specialism) | A*A*A* |
| 144 | Distinction | AAA |
| 120 | Merit | BBB |
| 96 | Pass (C or above on the core) | CCC |
| 72 | Pass (D or E on the core) | DDD |



Technical Qualification overview for Business

Business & Administration Core component

Pathway: Management and Administration

Business
improvement

Team
leadership &
management

Business
support

Learners must complete;

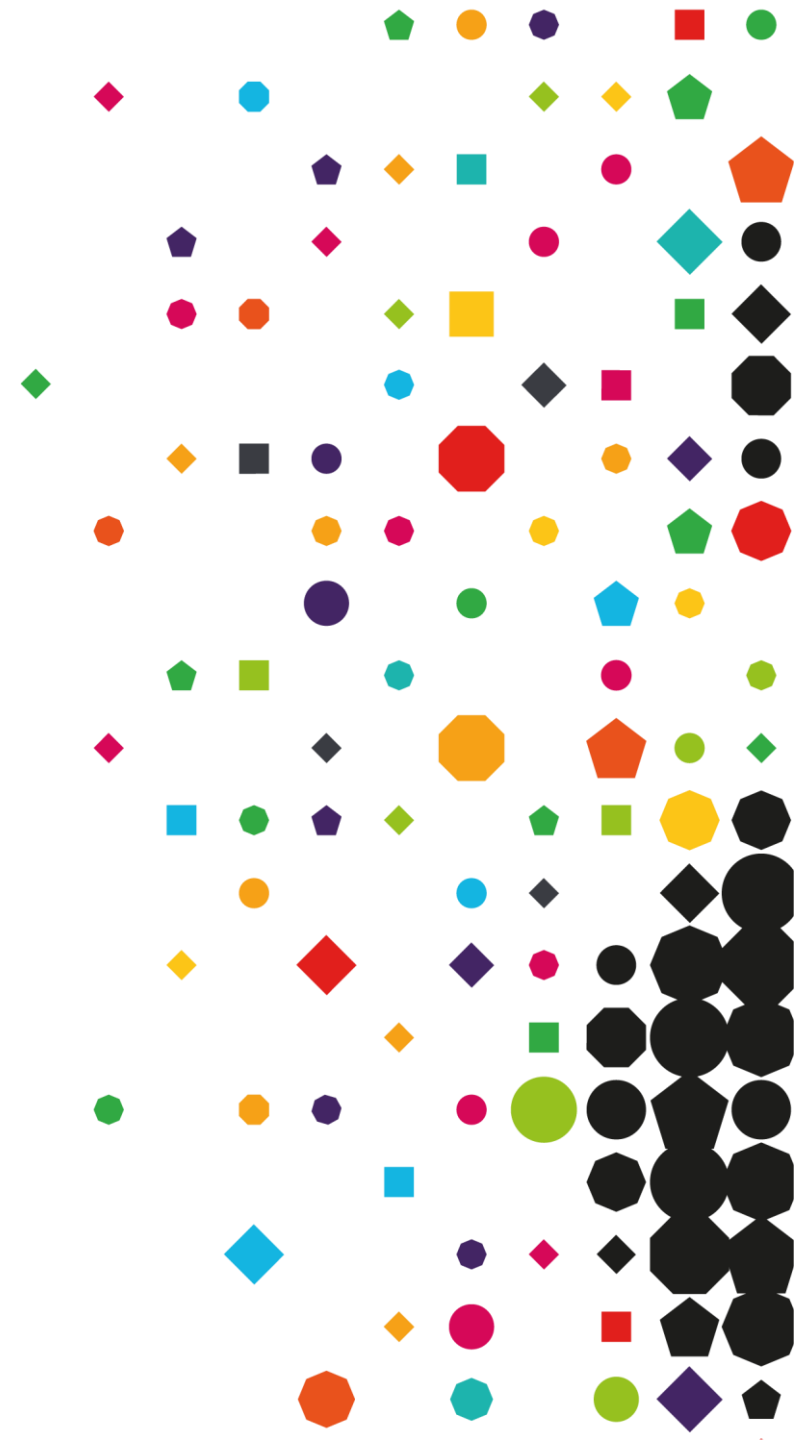
- Business & Administration core
- one occupational specialism

Assessment contribution – CORE & OS

The overall assessment weighting for the core and the occupational specialism is 50:50.

| | Core | Occupational Specialism |
|-------|------|-------------------------|
| | 50% | 50% |
| GLH | 540 | 520 – 549 |
| Grade | A*-E | P/M/D |

| Assessment - CORE | Overall contribution |
|----------------------|----------------------|
| Core examination 1 | 30% |
| Core examination 2 | 30% |
| Employer-set project | 40% |



Availability of Assessments

| Year 1 | Term 1 | Winter Series | Term 2 | Spring Series | Term 3 | Summer Series |
|------------|---------------------------------------------------------------------|------------------------|--------|---------------|-------------------------------------------------------|------------------|
| Delivery | Core – 540 GLH - 50% | | | | | |
| Assessment | | | | | ESP Assessment Window | Core Examination |
| | | | | | | |
| Year 2 | Term 1 | Winter Series | Term 2 | Spring Series | Term 3 | Summer Series |
| Delivery | X1 Occupational Specialism knowledge and skills – 520-549 GLH – 50% | | | | | |
| Assessment | ESP Resit Assessment Window | Core Examination Resit | | | Occupational Specialism Synoptic Practical Assignment | |

Activities

| YR1 | | | | |
|---------------------------------------------------------------------|-----------------------------|----------------------------|---------------------------|-------------------|
| Term 1 | Sept | Oct | Nov | Dec |
| Key dates schedule | Register learners | | Bookings for exam and ESP | |
| Suggested delivery - Core and some elements of OS | | | | |
| Term 2 | Jan | Feb | March | April |
| Key dates schedule | | ESP window opens | | ESP window closes |
| Suggested delivery - Core and some elements of OS | | | | |
| Term 3 | May | June | July | Aug |
| Key dates schedule | Core exam x2 | | | Yr 1 results |
| Suggested delivery - Preparation for exam. Start Industry placement | | | | |
| YR2 | | | | |
| Term 1 | Sept | Oct | Nov | Dec |
| Key dates schedule | Bookings for OS assessments | | Exam & ESP re-take | |
| Suggested delivery - OS & Industry placement | | | | |
| Term 2 | Jan | Feb | March | April |
| Key dates schedule | | OS assessment window opens | | |
| Suggested delivery - OS & Industry placement | | | | |
| Term 3 | May | June | July | Aug |
| Key dates schedule | OS assessment window closes | | | Results |
| Suggested delivery - OS & Industry placement | | | | |



Provisional GLH allocation to CORE exams

| Paper 1 | Provisional Guided Hours allocated |
|-----------------------------------------|-------------------------------------------|
| Section 1 Business Context | 125 |
| Section 2 People | 90 |
| Section 7 Business Behaviours | 45 |
| Total provisional GLH | 260 |
| Paper 2 | |
| Section 3 Quality and Compliance | 50 |
| Section 4 Finance | 60 |
| Section 5 Policies and Procedures | 45 |
| Section 6 Project and Change Management | 95 |
| Total provisional GLH | 250 |

Quick Questions

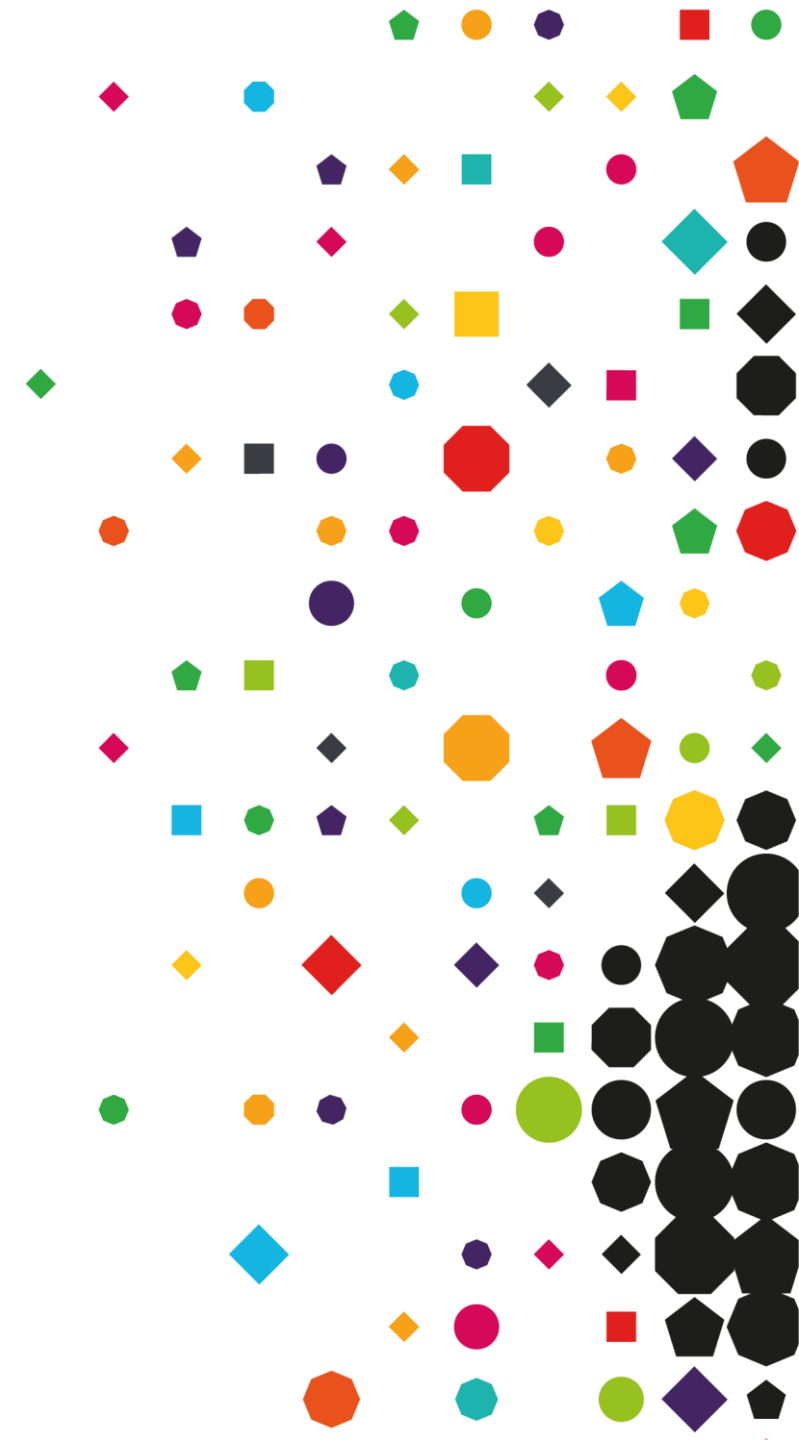
Purpose: To review GLHs and of delivery content to ensure manageability for providers

Outcome: To gather feedback from delegates to support manageability of content and Key date assessment schedule. Review feedback and action accordingly.

1. Any concerns around delivery of the TQ across 2 academic years
2. Can you envisage any issues in terms of manageability of content
3. Can you envisage any issues around exam and assessment preparation
4. Can you see any issues with key date schedules Any further comments or considerations

What Next?

- Validation is now completed
- 12 month countdown from Sept onwards
- Curriculum planning
- Resource development
- Further provider support via webinars



Industry Placement support – AOC website

<https://www.aoc.co.uk/ip-guidance-resources>

- For providers 'How to' guidance
 - Before placements
 - For students
 - During placements
- Tools and templates
 - Employer engagement
 - Before placements
 - During placement
 - Post placements
 - For employers



Employer consultation survey

T-LEVELS

Management & Administration (Wider employer consultation on T Level qualification)

A key part of the development of T Levels is engagement with, and feedback from employers and providers throughout the development process.

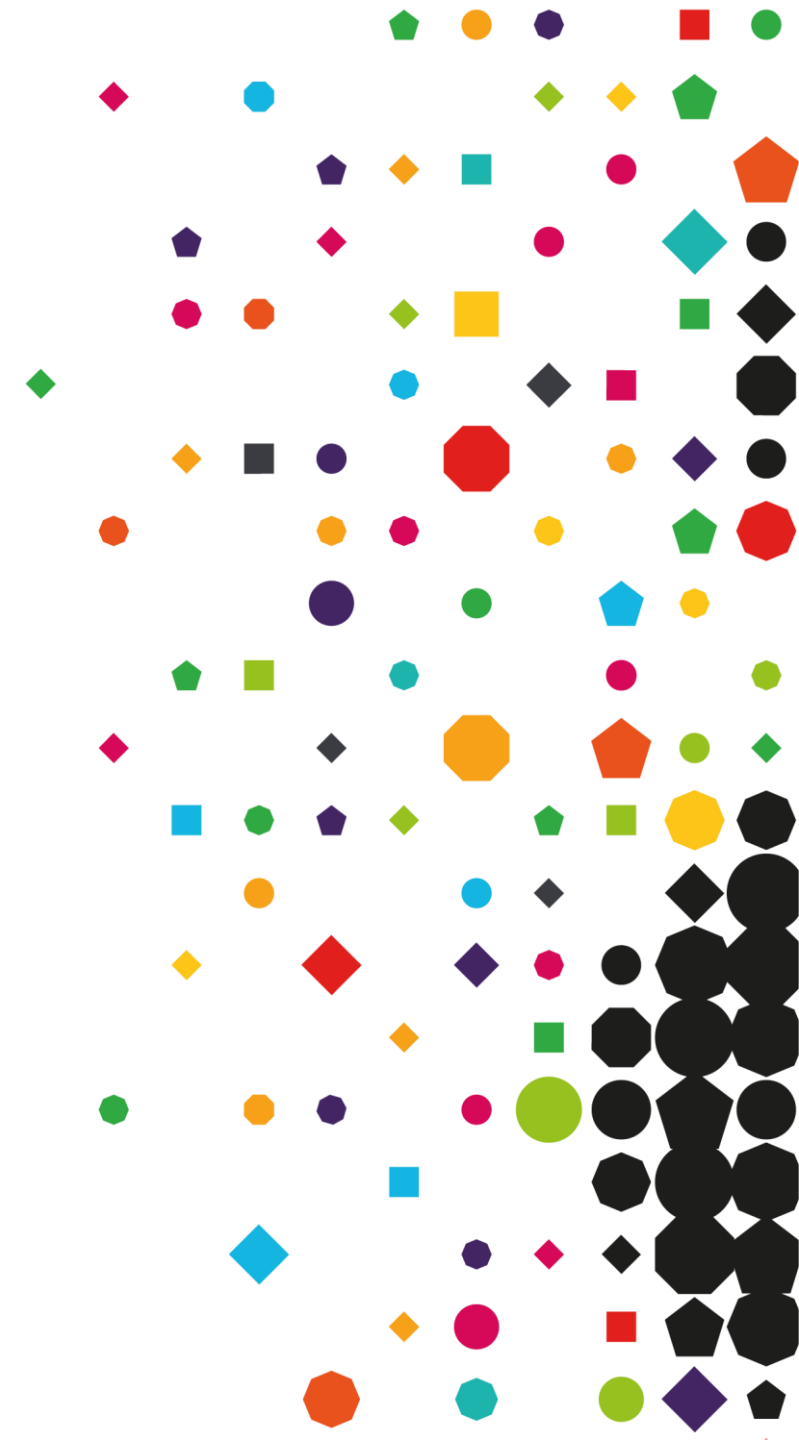
The questionnaire is split into two sections:

Section 1 - A bit about yourself

Section 2 - Feedback questions

With your consent we would like to share your name, job role, organisation and any feedback you provide on the assessment materials with the Institute for Apprenticeships and Technical Education (IfATE), Ofqual and the Department for Education (DfE) as evidence of your views and input into the TQ.

Thank you so much for your input.



Support & Guidance

Ready to Support eligible providers and stakeholder engagement

- Updated webpage for T Levels
- Timeline
- Provider focus groups
- Employer Industry Boards
- e-bulletins
- Draft specification <https://www.cityandguilds.com/tlevels/business>
- Dedicated Technical Advisors

<https://www.cityandguilds.com/tlevels/providers>

Get in touch, send an email to:

- qualdevelopment@cityandguilds.com

Engineering and Business T Levels timeline 2020-2022

City & Guilds: [cityandguilds.com/tlevels](https://www.cityandguilds.com/tlevels)
Walled Garden: [walled-garden.com](https://www.cityandguilds.com/tlevels)

City & Guilds
A City & Guilds Group Business

| 2020 | | | | 2021 | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------|
| September | October | November | December | January | February |
| Home update news 2 T Levels test assessment (England only) What you need to know now Content support helpline Provider support network (PSN) Checklist for activities and timelines | Launch update Provider update Start development of Technical Qualification Technical Qualification (TQ) development phase - employer and provider validation points | Technical Qualification development TQ development phase - employer and provider validation points | Provider update Content online platform for first draft documents Headline Quarterly e-bulletins Technical Qualification development TQ development phase - employer and provider validation points | Technical Qualification development TQ development phase - employer and provider validation points | Technical Qualification development TQ development phase - employer and provider validation points |
| 2021 | | | | | |
| March | April | May | June | July | August |
| Technical Qualification development TQ development phase - employer and provider validation points Headline Quarterly e-bulletins | Technical Qualification development TQ development phase - employer and provider validation points | Technical Qualification development TQ development phase - employer and provider validation points | Technical Qualification development TQ development phase - employer and provider validation points | Technical Qualification development TQ development phase - employer and provider validation points | Technical Qualification development TQ development phase - employer and provider validation points |

If you have any questions please contact us: Technical.qual@cityandguilds.com
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September 2020

Questions answers



Thank you

