

Qualification and assessment information

City & Guilds offer two Technical qualifications in Early Years Educator that are graded and carry UCAS points, these are:

- 3605-31 Level 3 Advanced Technical Diploma in Early Years and Childcare (540)
- 3605-32 Level 3 Advanced Technical Extended Diploma for the Early Years Practitioner (Early Years Educator) (1080)

Before centres enrol candidates onto either the 540glh or 1080glh qualification, they are advised to consider which is most appropriate for the learner and for centre delivery.

3605-31 Level 3 Advanced Technical Diploma in Early Years and Childcare (540glh)

This is a 540glh qualification that can be delivered as a standalone 1 year academic programme of study. Learners enrolled onto the 3605-31 will complete the following mandatory externally set assessments:

- External exam – available electronically or paper-based
- External Synoptic assessment
- Portfolio.

The content of the 3605-31 (540glh) also aligns with the first year of the 3605-32 (1080glh) qualification but the assessment expectation is different.

The following units are shared across both the qualifications:

Unit 001	Professional development using reflective practice and effective study skills
Unit 002	Child development and the effective use of observation and assessment
Unit 003	Principles of safeguarding and health and safety of children
Unit 004	Promoting children’s health and welfare and their diversity, equality and inclusion in the Early Years sector Error! Bookmark not defined.
Unit 005	Theories that underpin practice in the Early Years sector
Unit 006	Model, promote and support positive behaviour and transitions
Unit 007	Working in partnership with parents and other professionals
Unit 008	Promote children’s speech, language and communication development
Unit 009	Supporting children’s activities, play, creative development and educational programmes

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3605-32 Level 3 Advanced Technical Extended Diploma for the Early Years Practitioner (Early Years Educator) (1080glh)

This is a 1080glh qualification that can be delivered as part of a 2 year academic programme of study. The qualification is suitable for learners who want their career to lead to work as a qualified Early Years Educator.

During Year 1, learners will complete the following assessment:

- External exam – available electronically or paper-based*

* Note that the exam can be sat in year 2 if preferred but it is recommended this sat in year 1 as the units assessed are part of year 1 delivery.

During Year 2, the learner will complete and submit the following assessments:

- External Synoptic Assignment*
- External Research Assignment
- One external optional unit Assignment
- Portfolio

*Learners will commence the synoptic assignment during Year 1 and carry over their evidence into Year 2.

Key differences between the 3605-31 and 3605-32

- 3605-31 is a 1 year stand-alone qualification while the 3605-32 qualification is a 2 year programme of study.
- The mandatory units within the qualifications meet the criteria for Early Years Educator however the 3605-32 qualification allows candidates that successfully complete the qualification to work as a qualified licenced to practice Early Years Educator.
- Candidates registered on the 3605-32 qualification will undertake two additional assessments and their synoptic assignment will take place over two years.

Assessment window for the synoptic assignments

Centres will have access to the synoptic assignment for 3605-31 and 3605-32 the September prior to the year it is being sat to allow centres to familiarise themselves with the content. Below lists when the synoptic assignment can be given to candidates.

3605-31 – The synoptic assignment (039) must be released to candidates and completed during the assessment window of the same year.

3605-32 – The synoptic assignment (037) Task 1 must be released to candidates during the year 1 assessment window. There is no requirement for Task 1 to be completed within the year 1 assessment window for anyone registered on the 3605-32. Task 2 and 3 must be released to candidates and completed during the year 2

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assessment window. The evidence provided for all tasks will then be assessed holistically towards the end of the year 2 assessment window.

Can 3605-31 540glh learners progress to the 3605-32 1080glh?

Yes – learners who are registered and successfully complete all of the requirements of the 3605-31 540glh can progress directly into Year 2 of the 3605-32 1080glh. They will need to register again onto the 3605-32 1080glh and comply with the assessment requirements as stated above. Centres must also take into account the requirements related to the portfolio and synoptic assignment submission detailed below.

Portfolio:

For learners that progress onto the 3605-32 1080glh from the 3605-31 540glh, it is recommended that the centre submit the portfolio presented for the 3605-31 540glh (040) as evidence for 3605-32 1080glh (038). This portfolio, along with other portfolio evidence gathered in year 2 will be assessed holistically.

Synoptic assignment:

The mark achieved in 3605-31 540glh synoptic assignment is not carried over to form part of the final grade for the 3605-32 1080glh. For learners that progress onto the 3605-32 1080glh from the 3605-31 540glh, it is recommended that the centre submit the evidence presented for the 3605-31 540glh synoptic assignment as evidence for the 3605-32 1080glh synoptic assignment. This evidence, along with the evidence for the other tasks will then be assessed holistically.

Centres must make arrangements to ensure that they **securely retain all evidence** generated during the completion of the 3605-31 540glh to take forward for the 3605-32 1080glh, therefore careful planning and organisation are fundamental.

Key benefits:

- Learners are not required to repeat the assessments completed in the 3605-31 540glh qualification.
- Evidence for the portfolio is carried forward into year 2. This supports efficiency and ensures there is no additional burden for the learner or centres in completing the portfolio requirements.
- Evidence for the synoptic assignment is carried forward as the evidence for Task 1 of the synoptic assignment. This supports efficiency in the assessment and ensures there is no additional burden for the learner or centres in completing the synoptic assignment requirements.

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Can learners registered on the 3605-32 1080glh step off and still gain a qualification?

Yes - there is opportunity to step off and achieve a certificate for the 3605-31 540glh qualification if all assessments requirements within the 3605-31 540glh qualification are successfully completed including employer involvement.*

*For centres with candidates in this situation, they must ensure they have done enough towards the portfolio and synoptic assignment so they can submit that year.

For further information about the qualifications and assessment please visit the City & Guilds website.