

# Certificate for Essential Skills Practitioners (8375)

## Frequently asked questions

## Contents

<b>1.</b>	How can a City & Guilds centre offer the Certificate in Essential Skills Practitioner (8375) qualification?	2
<b>2.</b>	Is the Certificate for Essential Skills Practitioners only suitable for Wales?	2
<b>3.</b>	What is the last certification date for level 3 Certificate in Delivery of Basic Skills (9375)?	2
<b>4.</b>	Do assessors and internal verifiers need A and V units for the new Assessors and Quality Assurance qualifications?	2
<b>5.</b>	Can the same person who has delivered or assessed a unit act as an Internal Quality Assurer/Internal Verifier too?	2
<b>6.</b>	Do deliverers and assessors need a Level 5 qualification?	2
<b>7.</b>	Do learners need a placement for Essential Skills Practitioners (8375)?	2
<b>8.</b>	Is the stated 15 hours delivery for teaching or observation?	2
<b>9.</b>	How are the units assessed?	2
<b>10.</b>	Have City & Guilds produced any assignments?	2
<b>11.</b>	What is a pathway? How many units/credits are in a pathway?	3
<b>12.</b>	Can a learner use evidence from the Delivery of Basic Skills qualification (9375)?	3
<b>13.</b>	Can learners use the same mandatory units for both Numeracy and Literacy Certificates?	3

**1. How can a City & Guilds centre offer the Certificate in Essential Skills Practitioner (8375) qualification?**

Automatic approval is available for centres who previously offered the Level 3 Certificate in Delivery of Basic Skills (9375). All other centres must submit a Qualification Approval form (QAP)

**2. Is the Certificate for Essential Skills Practitioners only suitable for Wales?**

The qualification is supported by the Welsh Assembly Government and The Learning and Skills Improvement Services (LSIS). It replaces the Certificate in Delivery of Basic Skills (9375) and is recognised as a practitioner qualification in Wales. Although Northern Ireland and England have different requirements for specialist teachers, centres may find this qualification a useful stepping stone to higher level qualification.

**3. What is the last certification date for the Level 3 Certificate in Delivery of Basic Skills (9375)?**

Registrations are now closed and last certification is on 30 October 2014.

**4. Do assessors and internal verifiers need A and V units for the new Assessors and Quality Assurance qualifications?**

No. Assessors and Internal Quality Assurance/Verifier units are valued as qualifications for centre staff but they are not required for this qualification.

**5. Can the same person who has delivered or assessed a unit act as an Internal Quality Assurer/Internal Verifier too?**

No. This is a conflict of interest. Sampling needs to be formative as well as summative and we need written feedback from the IQA/IV to the assessor.

**6. Do deliverers and assessors need a Level 5 qualification?**

Staff should be occupationally competent and technically knowledgeable in education and/or training. They should hold a recognised specialist teaching qualification in the area they are delivering: Level 5 specialist DTLLS, Level 4 FENTO qualifications (9485, 9486, and 9488) or Level 3 Certificate in Delivering Basic Skills to Adults. They must have relevant recent experience in the specific area they will be assessing.

**7. Do learners need a placement for Essential Skills Practitioners (8375)?**

Units 304 (Numeracy), 307 (Literacy) and 310 (ESOL) require 15 hours delivery in a placement or other suitable setting. Evidence for these units includes two observations of delivery.

**8. Is the stated 15 hours delivery for teaching or observation?**

Learners must submit a delivery log showing 15 hours of delivery. They must be observed on two occasions but these occasions can be part of the 15 hours delivery and include the observation for outcome 6 of the mandatory unit (301).

**9. How are the units assessed?**

The evidence requirements for each unit in the handbook provide further information on essential evidence and coverage such as observation of delivery. The remaining assessment criteria can be covered in any way and a holistic approach is recommended wherever possible.

**10. Have City & Guilds produced any assignments?**

City & Guilds have not produced any assignments for the Essential Skills Practitioners Qualifications (8375). A working group of practitioners are developing a number of assignments and these may be available at a later date.

**11. What is a pathway? How many units/credits are in a pathway?**

A pathway is the specialist skill area being evidenced ie Numeracy, Literacy or ESOL.

A certificate comprises the generic mandatory unit and three units from the chosen specialist pathway. The full certificate in Literacy, Numeracy or ESOL comprises of 18 credits. Each unit can be individually certificated.

**12. Can a learner use evidence from the Delivery of Basic Skills qualification (9375)?**

Learners who have achieved units on Delivery of Basic Skills qualification (9375) are encouraged to complete on this qualification. Any evidence from 9375 must be assessed against the criteria for the Essential Skills Practitioner qualifications and any gaps must be addressed.

**13. Can learners use the same mandatory units for both Numeracy and Literacy Certificates?**

The mandatory unit is the same for each specialist area and only needs to be completed once.