

**For the attention of the  
Basic Skills Tutor, Essential Skills tutors,  
Learning Support Tutors.**

**June 2013**

**Qualifications** Learning Support  
and  
Essential Skills Practitioners

**Level** 2 and 3

**Number** 5329, 6259, 8375 and 9300

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**This news article contains important information:**

- Qualifications update
- Assessment
- Apprenticeships
- Events
- Professional Recognition Awards

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## Learning Support qualifications

The City & Guilds Learning Support (6259) qualifications are underpinned by the National Occupational Standards for Learning Support Staff.

These qualifications are for practitioners who wish to support learning in a wide range of contexts.

The Award can be taken alone and can be useful for those wishing to try out the role and for others who have learning support as a small part of their wider work role including those in volunteering roles.

- Level 2 Award for Learning Support Practitioners (6259-02)
- Level 3 Award for Learning Support Practitioners (6259-03)

The Certificates aims to equip the learner with the necessary skills, knowledge and competence for providing learning support when supporting learners with different needs in a range of contexts.

- Level 3 Certificate for Learning Support Practitioners (6259-04)
- Level 3 Certificate in Supporting Literacy, Language and Numeracy Learning (6259-05)
- Level 3 Certificate in Supporting Disabled Learners (6259-06)
- Level 3 Certificate in Communication Support for Deaf Learners (6259-07)

Qualification webpage: [Learning Support \(6259\)](#)

## Learning Support Apprenticeship

The Learning Support Apprenticeship framework Level 3 (England, N Ireland and Wales) has been issued by LSIS and is live on the Apprenticeship Framework Online portal at <http://www.afo.sscalliance.org/frameworkslibrary/index.cfm>

Whilst we do not offer a single point of registration for these frameworks, we do offer the component parts. For further information please visit the following pages:

[Learning Support Apprenticeships - England](#)

[Learning Support Apprenticeship - Wales](#)

## Assessment

To support our centres with the delivery of this qualification, we have developed a range of exemplar assessments for the knowledge only units. These assessments are not mandatory and centres can customise to fit their teaching programme or develop their own.

The exemplar assessment and answer packs are available on the qualification webpage under the 'Assessment Materials' section.

The password for these documents is available on the Walled Garden under the 'Administration' section.

Qualification webpage: [Learning support \(6259\)](#)

## Legacy qualifications:

We would like to remind centres the Learning Support qualifications (7320) the last registration is 31 December 2013 and last certification is 21 December 2016.

## Essential Skills Practitioners and Supporting Adults and Young People in Essential Skills

These City & Guilds qualifications are open for registration.

The Essential Skills Practitioners (8375) qualifications enable effective working with Essential Skills learners. They allow learners to learn, develop and practise skills in the assessment, planning and delivery of essential skills. It is aimed at people who work, or want to work with essential skills learners to help them to improve literacy, numeracy and language skills.

The supporting documentation is available on the qualification webpage: [Essential Skills Practitioners \(8375\)](#)

The Supporting Adults and Young People in Essential Skills (9300) qualifications provides understanding of Essential Skills learners' needs and characteristics, as well as the characteristics of effective support in literacy, numeracy and English for Speakers of Other Languages (ESOL).

The award helps you build on your knowledge as a basic skills teacher, and develop your skills based on current teaching best practice.

We are currently developing webinars and FAQs to support our centres with the delivery of these qualifications. They will be available on the qualification webpages soon.

The supporting documentation is available on the qualification webpage: [Supporting Adults and Young People in Essential Skills \(9300\)](#)

## Supporting Teaching and Learning in Schools

Recent government reports have shown a marked rise in the number of learning assistants in primary and secondary schools across England.

The Department for Education published their annual report, titled [School Workforce in England: November 2012](#) on 30 April. The report showed a 6% rise in the number of learning assistants in the preceding year, with the number rising from 219,000 in November 2011 to 232,000 in November 2012.

This continues the growth and increased reliance on learning assistants in state schools, with a 3 fold rise since 2000 when only 79,000 were employed. Another notable detail is that the overwhelming majority of learning assistants are female, with 92% of the full time 232,000 equivalent full time posts filled by women, compared with 73% of regular teaching positions. The number of teaching assistants has risen to such an extent that state schools across England now employ more than 1 learning assistant for every two full time teachers.

The Education Minister, Michael Gove MP, has suggested there should be fewer learning assistants, and last month called for a review of the clause in teacher's contracts which restricts the burden of administrative tasks placed on them, such as collecting dinner money or photocopying. This could have a serious impact on the number of learning assistants employed, but also make the market more competitive – so encouraging existing learning assistants to gain qualifications in order to improve their worth to the school.

We have a range of qualifications available to support the professional development of Support Teaching staff in schools under the Supporting Teaching and Learning in Schools (5329) qualification suite.

The Awards develop knowledge and understanding and so are suitable for those seeking a role in school as well as those already employed and the Certificates and Diploma have been designed to meet the needs of those already supporting children and young people in schools.

AT Level 2 there are three qualifications to choose from at this level:

- Level 2 Award in Support Work in Schools
- Level 2 Certificate in Supporting Teaching and Learning in Schools
- Level 2 Certificate in Supporting the Wider Curriculum in Schools.

At Level 3 there are four qualifications to choose from at this level:

- Level 3 Award in Supporting Teaching and Learning in Schools
- Level 3 Certificate in Supporting Teaching and Learning in Schools
- Level 3 Certificate in Cover Supervision
- Level 3 Diploma in Specialist Support for Teaching and Learning in Schools.

A career planner detailing the different career pathways within Supporting Teaching and Learning in Schools including Specialisms and related roles is available via the following link [Supporting Teaching and Learning in Schools Career planner](#).

## Candidate Logbook

The Level 2 Certificate in Supporting Teaching and Learning in Schools candidate logbook has been produced to provide candidates with information and support as they work through achieving their qualifications. The logbook guides the candidate on what they need to achieve and helping them to record their achievements and evidence

The book provides hints and tips designed to make the qualification simple to understand and fun complete.

Please order the candidate logbook via the Walled Garden quoting product code:  
**TL025329**

## Supporting Teaching and Learning in Schools Apprenticeship

The Supporting Teaching and Learning Apprenticeship framework, including information on the Employment Rights & Responsibilities (ERR) and Personal Learning & Thinking Skills (PLTS), is available via: :England and Wales: [www.afo.sscalliance.org](http://www.afo.sscalliance.org)  
Scotland: [www.skillsdevelopmentscotland.co.uk](http://www.skillsdevelopmentscotland.co.uk) and Northern Ireland: [www.nidirect.gov.uk](http://www.nidirect.gov.uk)

[Supporting in Learning and Teaching Apprenticeships \(9873\)](#)

[Supporting in Learning and Teaching Apprenticeships - Wales](#)

## Funding

### Advanced Loan Guide

From August 2013 apprentices aged 24 or above on an Advanced or Higher Apprenticeship will no longer attract Skills Funding Agency funding. It is expected that employers will continue to make a contribution towards the costs of the Apprenticeship with the remaining costs being met by the individual.

For further information [Funding Guide for Employers - Advanced Level or Higher Apprenticeships - for employees aged 24 and over](#).

## Practical Guide to Quality Assurance book

In October we launched our first text book directly related to internal and external quality assurance practice. It contains helpful tips, real examples and is designed to give practical rather than theoretical guidance. It would be invaluable to candidates undertaking all Level 4 Quality Assurance qualifications. The title is 'The City & Guilds Practical Guide to Quality Assurance' and it is available via: [www.cityandguildsbookshop.com/Practical Guide to Quality Assurance](http://www.cityandguildsbookshop.com/Practical%20Guide%20to%20Quality%20Assurance)



## Events

### Exploring and developing assessment practices with learners through the Recognition of Prior Learning (RPL)

A day of engaging practical activities based around the City and Guilds RPL Assessment Policy and Guidance (October 2012) aims to provide ideas for developing your RPL procedures, assessment practices and related opportunities for your learners.

The day will help you to:

- Get to grips with the City & Guilds RPL Assessment Policy.
- Explore your developing RPL provision, related systems and opportunities for the learner.
- Identify barriers to delivering good RPL provision and to tackle them.
- Review IQA assessment practices and processes for RPL.
- Find innovative ways of involving your learners in the ownership of their RPL evidence and related assessment.
- Develop a centre action plan for RPL for learners.

This event will create opportunities for senior managers, curriculum managers, IQAs, assessors/trainers and tutors to work collaboratively, seeking practical solutions to RPL delivery and assessment in ways that are positive and supportive.

**Cost:**  
£150.00

Date	Location
25 June	Warrington
19 September	London
24 September	Birmingham

### Introducing you to Internal Quality Assurance (IQA)

This one day event is aimed at anyone who would like or needs to know about how external quality assurance is planned and carried out, the principles that underpin the process and what EQA look for.

IQA basics- a one day event for new Internal Quality Assurers and for those who feel out of touch with current IQA principles and practices.

For further information and to register visit: [City & Guilds Customer Support Events](#) or contact the Customer Support Events Team:

E: [customer\\_events@cityandguilds.com](mailto:customer_events@cityandguilds.com)

T: 01924 206777.

## **Professional Recognition Awards (9200)**

These Awards provide an opportunity for professionals to gain an accredited qualification which recognises their excellence in a chosen vocational field. The qualifications are available at Levels 4-7. The Awards are designed for those who wish to gain recognition for the practical application of professional skills, knowledge and understanding in employment

Further information is available via the following link: [Professional Recognition Awards](#)