



Award in Education and Training – Level 3 Award (RQF)

Who should attend?

This qualification provides an introduction to teaching for individuals who would like to work, or currently work, in the further education and skills sector for, e.g. Further Education (FE) Colleges, Independent Training Providers and/or Local Authorities. Learners might include:

- Individuals not currently teaching or training – achievement of the qualification does not require practice other than microteaching
- Individuals currently teaching and training, including those new to the profession – although the qualification does not require practice (see explanation above), opportunities may be made available to observe and provide feedback on a trainee teacher's practice
- Individuals currently working as Assessors who want to achieve a qualification that provides an introduction to teaching

Course Aims & Objectives

The objective of the qualification is to benefit Learners by enabling them to attain the knowledge, understanding and skills required to prepare them for teaching in a wide range of contexts. It will help the Learner to build an understanding of the specific roles and responsibilities related to planning and delivering inclusive training sessions, as well as how to assess Learners giving them constructive and developmental feedback.

By the end of the course delegates will:

- Understand the teaching role and responsibilities in education and training
- Understand ways to maintain a safe and supportive learning environment
- Understand the relationships between teachers and other professionals in education and training
- Understand inclusive teaching and learning approaches in education and training
- Understand ways to create an inclusive teaching and learning environment
- Be able to plan and deliver inclusive teaching and learning
- Be able to evaluate the delivery of inclusive teaching and learning
- Understand types and methods of assessment used in education and training
- Understand how to involve Learners and others in the assessment process
- Understand the role and use of constructive feedback in the assessment process
- Understand requirements for keeping records of assessment in education and training

Course Outline

- Roles and responsibilities in education and training
- Ways to maintain a safe and supportive learning environment
- Relationships between teachers and other professionals
- Boundaries between the teaching role and other professionals
- Points of referral to meet the individual needs of learners
- Inclusive teaching, including:
 - Ways to create an inclusive teaching and learning environment
 - Creating an inclusive teaching and learning plan
 - Justifying own selection of teaching and learning approaches, resources and assessment methods in relation to individual learner needs

- Delivering inclusive teaching and learning to meet individual needs
- Evaluating the delivery of inclusive teaching and learning including areas for improvement • Using teaching and learning approaches to meet learner needs
- Communicating with learners in a way that meets their needs
- Understanding assessment in education and training
 - Different methods of assessment and how they can be adapted to meet individual learner needs
 - How to involve learners and others in the assessment process
 - The role and use of constructive feedback
 - Record keeping of assessments

Certification

On successful completion of this course, delegates will receive the Level 3 Award in Education and Training certificate. Delegates must complete 1 assessment per unit (3 in total) and a practical micoteach session.

Duration

5 days - totalling 35 hours contact time with assignments to be completed in own time. Delegates should be aware that there are **large** amounts of coursework to be completed in their own time

Location

We can offer courses on company premises for a maximum of 12 delegates or upcoming open courses in your local area.