

Teaching in the Lifelong Learning Sector

10318 – OCR Level 3 Award in Preparing to Teach in the Lifelong Learning Sector

10319 – OCR Level 3 Certificate in Teaching in the Lifelong Learning Sector

10320 – OCR Level 4 Award in Preparing to Teach in the Lifelong Learning Sector

10321 – OCR Level 4 Certificate in Teaching in the Lifelong Learning Sector

10322 – OCR Level 5 Diploma in Teaching in the Lifelong Learning Sector

Key features

- *The updated qualifications are underpinned by the professional standards for teachers, tutors and trainers in the lifelong learning sector*
- *the structures of the qualifications have been updated to include learning and development units; the qualifications are thus able to recognise a wider range of teaching responsibilities*
- *OCR has adopted a flexible approach to assessment for these qualifications. Centres can design their own assessments around the needs of learners*
- *This is an integrated suite of qualifications and there are opportunities to transfer credit between the qualifications.*

Introduction

These qualifications are appropriate for those teaching in the further education sector, either in an associate or a full teaching role. It has been designed to recognise the breadth of knowledge and skills required by teachers, tutors and trainers in delivering learning programmes and managing the learning process

These qualifications replace the QCF qualifications introduced in 2007. While the qualifications are still based on the professional standards for teachers, tutors and trainers in England, they have been updated to provide increased flexibility to respond to the changing demands of the further education sector.

The qualifications contain a number of optional units, including units from Learning and Development qualifications which make the qualifications appropriate for a wider range of teaching roles, including those in work-based learning and adult and community learning.

The qualifications are designed to be context-free and therefore meet the needs of teachers working across all subject/vocational areas.

Target audience

The OCR Level 3 and 4 Awards in Preparing to Teach in the Lifelong Learning Sector

These are initial qualifications, aimed at all new teachers in the FE sector in England. Achieving this qualification will provide sufficient evidence that an individual has acquired the necessary skills and knowledge to enable them to teach beyond an initial year in the FE sector. These qualifications can be taken as discrete qualifications although it can also be achieved as part of the Certificate or Diploma in Teaching in the Lifelong Learning Sector.

As part of the revision of these qualifications, the credit value of the qualification was increased and the structure changed to include a wide range of optional units, opening up the opportunity to recognise a wider range of teaching responsibilities.

These qualifications will act as a foundation for those with no previous experience of teaching who wish to extend their professional skills and understanding.

The OCR Level 3 and 4 Certificates in Teaching in the Lifelong Learning Sector

These qualifications are aimed at those in an associate teaching role. An associate teaching role is defined in the Further Education Teachers' Qualifications (England) Regulations 2007 as:

“associate teaching role’ means a teaching role that carries significantly less than the full range of teaching responsibilities ordinarily carried out in a full teaching role (whether on a full-time, part-time, fractional, fixed term, temporary or agency basis) and does not require the teacher to demonstrate an extensive range of knowledge, understanding and application of curriculum development, curriculum innovation or curriculum delivery strategies”

OCR Level 5 Diploma in Teaching in the Lifelong Learning Sector

This qualification is aimed at those in a full teaching role in the further education sector. A full teaching role is defined in the Further Education Teachers' Qualifications (England) Regulations 2007 as:

“full teaching role’ means a teaching role that carries the full range of teaching responsibilities (whether on a full-time, part-time, fractional, fixed term, temporary or agency basis) and requires the teacher to demonstrate an extensive range of knowledge, understanding and application of curriculum development, curriculum innovation or curriculum delivery strategies”

Rules of combination

OCR Level 3 Award in Preparing to Teach in the Lifelong Learning Sector

To be awarded this qualification the learner must achieve a total of 12 credits – 3 credits from Group A
6 credits from Group B
3 credits from Group C

Total credit value of qualification: 12 credits
Credit value at Level 3: 12 credits
Credit value of mandatory units: 3 credits
Credit value of optional units: 9 credits

Unit title	Level	Credit value	GLH
Group A <i>Three (3) credits must be achieved from this group</i>			
Roles, responsibilities and relationships in lifelong learning	3	3	12
Group B <i>Six (6) credits must be achieved from this group</i>			
Understanding inclusive learning and teaching in lifelong learning	3	3	12
Using inclusive learning and teaching approaches in lifelong learning	3	3	12
Facilitate learning and development for individuals	3	6	25
Facilitate learning and development in groups	3	6	25
Group C <i>Three (3) credits must be achieved from this group</i>			
Principles of assessment in lifelong learning	3	3	12
Understanding the principles and practices of assessment	3	3	24

Rules of combination

Level 3 Certificate in Teaching in the Lifelong Learning Sector

To be awarded this qualification the learner must achieve a total of 36 credits –

6 credits from Group A	6 credits from Group B
3 credits from Group C	3 credits from Group D
3 credits from Group E	3 credits from Group F
12 credits from Group G	

Total credit value of qualification:	36 credits
Credit value at Level 3:	36 credits
Credit value of mandatory units:	6 credits
Credit value of optional units:	30 credits

Unit title	Level	Credit value	GLH
Group A <i>Six (6) credits must be achieved from this group</i>			
Roles, responsibilities and relationships in lifelong learning	3	3	12
Delivering lifelong learning	3	3	15
Group B <i>Six (6) credits must be achieved from this group</i>			
Understanding inclusive learning and teaching in lifelong learning	3	3	12
Using inclusive learning and teaching approaches in lifelong learning	3	3	12
Facilitate learning and development for individuals	3	6	25
Facilitate learning and development in groups	3	6	25
Group C <i>Three (3) credits must be achieved from this group</i>			
Principles of assessment in lifelong learning	3	3	12
Understanding the principles and practices of assessment	3	3	24
Group D <i>Three (3) credits must be achieved from this group</i>			
Assessing learners in lifelong learning	3	3	15
Assess vocational skills, knowledge and understanding	3	6	30
Group E <i>Three (3) credits must be achieved from this group</i>			
Planning to meet the needs of learners	3	3	15
Identify individual learning and development needs	3	3	24
Group F <i>Three (3) credits must be achieved from this group</i>			
Using resources for lifelong learning	3	3	15
Develop and prepare resources for learning and development	4	6	25
Group G <i>Twelve(12) credits must be achieved from this group</i>			
Assess occupational competence in the work environment	3	6	30
Assessment and support for the recognition of prior learning through the accreditation of learning outcomes (APL)	3	6	30
(The) Coaching and mentoring roles	3	6	30
(The) Coaching and mentoring roles	4	6	30
Develop learning and development programmes	4	6	30
Engage learners in the learning and development process	3	6	30
Engage with employers to develop and support learning provision	3	6	25
Engage with employers to facilitate workforce development	4	6	30
Equality and diversity	3	6	25
Equality and diversity	4	6	25
Evaluating learning programmes	4	3	15
Identify the learning needs of organisations	4	6	30
Understanding the principles and practices of internally assuring the quality of assessment	4	6	45
Working with the 14-16 age range in the learning environment	4	9	30

Rules of combination

OCR Level 4 Award in Preparing to Teach in the Lifelong Learning Sector

To be awarded this qualification the learner must achieve a total of 12 credits –

- 3 credits from Group A
- 6 credits from Group B or Group C
(if Group B then 3 credits from B1 and 3 credits from B2)
- 3 credits from Group D

Learners must achieve a minimum of 9 credits at Level 4 to achieve the Level 4 qualification.

Total credit value of qualification:	12 credits
Credit value at Level 4	Minimum 9 credits
Credit value of mandatory units	There are no mandatory units in this qualification
Credit value of optional units	12 credits

Unit title	Level	Credit Value	GLH
Group A <i>Three (3) credits must be achieved from this group</i>			
Roles, responsibilities and relationships in lifelong learning	3	3	12
Roles and responsibilities and relationships in lifelong learning	4	3	12
Group B <i>Six (6) credits must be achieved from Group B or Group C 3 credits from sub group B1 and 3 credits from sub group B2</i>			
Sub group B1			
Understanding inclusive learning and teaching in lifelong learning	3	3	12
Understanding inclusive learning and teaching in lifelong learning	4	3	12
Sub group B2			
Using inclusive learning and teaching approaches in lifelong learning	3	3	12
Using inclusive learning and teaching approaches in lifelong learning	4	3	12
Group C <i>Six (6) credits must be achieved from Group B or Group C</i>			
Manage learning and development in groups	4	6	30
Group D <i>Three (3) credits must be achieved from this group</i>			
Principles of assessment in lifelong learning	3	3	12
Principles of assessment in lifelong learning	4	3	12
Understanding the principles and practices of assessment	3	3	24

Rules of combination

Level 4 Certificate in Teaching in the Lifelong Learning Sector

To be awarded this qualification the learner must achieve a total of 36 credits –

3 credits from Group A	
6 credits from Group B or Group C (if Group B then 3 credits from B1 and 3 credits from B2)	
3 credits from Group D	3 credits from Group E
3 credits from Group F	3 credits from Group G
3 credits from Group H	12 credits from Group I

Total credit value of qualification:	36 credits
Credit value at Level 4 or above	Minimum 24 credits
Credit value of mandatory units	There are no mandatory units in this qualification
Credit value of optional units	36 credits

Unit title	Level	Credit value	GLH
Group A <i>Three (3) credits must be achieved from this group</i>			
Roles, responsibilities and relationships in lifelong learning	3	3	12
Roles, responsibilities and relationships in lifelong learning	4	3	12
Group B <i>Six (6) credits must be achieved from Group B or Group C Three (3) credits from sub group B1 and 3 credits from sub group B2</i>			
Sub group B1			
Understanding inclusive learning and teaching in lifelong learning	3	3	12
Understanding inclusive learning and teaching in lifelong learning	4	3	12
Sub group B2			
Using inclusive learning and teaching approaches in lifelong learning	3	3	12
Using inclusive learning and teaching approaches in lifelong learning	4	3	12
Group C <i>Six (6) credits must be achieved from Group B or Group C</i>			
Facilitate learning and development for individuals	3	6	25
Facilitate learning and development in groups	3	6	25
Manage learning and development in groups	4	6	30
Group D <i>Three (3) credits must be achieved from this group</i>			
Principles of assessment in lifelong learning	3	3	12
Principles of assessment in lifelong learning	4	3	12
Understanding the principles and practices of assessment	3	3	24
Group E <i>Three (3) credits must be achieved from this group</i>			
Delivering lifelong learning	3	3	15
Delivering lifelong learning	4	3	15
Group F <i>Three (3) credits must be achieved from this group</i>			
Assessing learners in lifelong learning	3	3	15
Assessing learners in lifelong learning	4	3	15
Assess vocational skills, knowledge and understanding	3	6	30
Group G <i>Three (3) credits must be achieved from this group</i>			
Planning to meet the needs of learners	3	3	15
Planning to meet the needs of learners	4	3	15
Identify individual learning and development needs	3	3	24

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Unit title	Level	Credit value	GLH
Group H <i>Three (3) credits must be achieved from this group</i>			
Using resources for lifelong learning	3	3	15
Using resources for lifelong learning	4	3	15
Develop and prepare resources for learning and development	4	6	25
Group I <i>Twelve (12) credits must be achieved from this group</i>			
Assess occupational competence in the work environment	3	6	30
Assessment and support for the recognition of prior learning through the accreditation of learning outcomes (APL)	3	6	30
(The) Coaching and mentoring roles	3	6	30
(The) Coaching and mentoring roles	4	6	30
Delivering employability skills	5	6	20
Develop learning and development programmes	4	6	30
Developing, using and organising resources within the lifelong learning sector	4	15	50
Developing, using and organising resources within the lifelong learning sector	5	15	50
Engage learners in the learning and development process	3	6	30
Engage with employers to develop and support learning provision	3	6	25
Engage with employers to facilitate workforce development	4	6	30
Equality and diversity	3	6	25
Equality and diversity	4	6	25
Evaluating learning programmes	4	3	15
Identify the learning needs of organisations	4	6	30
Internally assure the quality of assessment	4	6	45
Understanding the principles and practices of internally assuring the quality of assessment	4	6	45
Working with the 14-16 age range in the learning environment	4	9	30
Working with the 14-19 age range in the learning environment	5	15	50

Rules of combination

Level 5 Diploma in Teaching in the Lifelong Learning Sector

To be awarded this qualification the learner must achieve a total of 120 credits –

36 credits from Group A	3 credits from Group B
6 credits from Group C or Group D (if Group C then 3 credits from C1 and 3 credits from C2)	
3 credits from Group E	3 credits from Group F
3 credits from Group G	3 credits from Group H
3 credits from Group I	12 credits from Group J
12 credits from Group K	36 credits from Group L

Total credit value of qualification:	120 credits
Credit value at Level 5 or above:	Minimum 63 credits
Credit value at Level 3:	Maximum 12 credits
Credit value of mandatory units:	36 credits
Credit value of optional units:	84 credits

Unit title	Level	Credit value	GLH
Group A <i>Thirty six (36) credits must be achieved from this group</i>			
Continuing personal and professional development	5	12	30
Curriculum development for inclusive practice	5	12	30
Wider professional practice	5	12	30
Group B <i>Three (3) credits must be achieved from this group</i>			
Roles, responsibilities and relationships in lifelong learning	3	3	12
Roles, responsibilities and relationships in lifelong learning	4	3	12
Group C <i>Six (6) credits must be achieved from Group C or Group D Three (3) credits from sub group C1 and 3 credits from sub group C2</i>			
Sub group C1			
Understanding inclusive learning and teaching in lifelong learning	3	3	12
Understanding inclusive learning and teaching in lifelong learning	4	3	12
Sub group C2			
Using inclusive learning and teaching approaches in lifelong learning	3	3	12
Using inclusive learning and teaching approaches in lifelong learning	4	3	12
Group D <i>Six (6) credits must be achieved from Group C or Group D</i>			
Facilitate learning and development for individuals	3	6	25
Facilitate learning and development in groups	3	6	25
Manage learning and development in groups	4	6	30
Group E <i>Three (3) credits must be achieved from this group</i>			
Principles of assessment in lifelong learning	3	3	12
Principles of assessment in lifelong learning	4	3	12
Understanding the principles and practices of assessment	3	3	24
Group F <i>Three (3) credits must be achieved from this group</i>			
Delivering lifelong learning	3	3	15
Delivering lifelong learning	4	3	15
Group G <i>Three (3) credits must be achieved from this group</i>			
Assessing learners in lifelong learning	3	3	15
Assessing learners in lifelong learning	4	3	15
Assess vocational skills, knowledge and understanding	3	6	30
Group H <i>Three (3) credits must be achieved from this group</i>			
Planning to meet the needs of learners	3	3	15
Planning to meet the needs of learners	4	3	15
Identify individual learning and development needs	3	3	24

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Unit title	Level	Credit value	GLH
Group I <i>Three (3) credits must be achieved from this group</i>			
Using resources for lifelong learning	3	3	15
Using resources for lifelong learning	4	3	15
Develop and prepare resources for learning and development	4	6	25
Group J <i>Twelve (12) credits must be achieved from this group</i>			
Enabling learning through assessment	4	12	30
Enabling learning through assessment	5	12	30
Group K <i>Twelve (12) credits must be achieved from this group</i>			
Applying theories and principles for planning and enabling inclusive learning and teaching	4	12	30
Applying theories and principles for planning and enabling inclusive learning and teaching	5	12	30
Group L <i>Thirty six (36) credits must be achieved from this group</i>			
Assess occupational competence in the work environment	3	6	30
Assessment and support for the recognition of prior learning through the accreditation of learning outcomes (APL)	3	6	30
(The) Coaching and mentoring roles	3	6	30
(The) Coaching and mentoring roles	4	6	30
Delivering employability skills	5	6	20
Develop learning and development programmes	4	6	30
Developing, using and organising resources within the lifelong learning sector	4	15	50
Developing, using and organising resources within the lifelong learning sector	5	15	50
Engage learners in the learning and development process	3	6	30
Engage with employers to develop and support learning provision	3	6	25
Engage with employers to facilitate workforce development	4	6	30
Equality and diversity	3	6	25
Equality and diversity	4	6	25
ESOL and the learners	5	15	40
ESOL theories and frameworks	5	15	40
Evaluating learning programmes	4	3	15
Identify the learning needs of organisations	4	6	30
Improving numeracy knowledge, understanding and practice	5	15	40
Internally assure the quality of assessment	4	6	45
Literacy and the learners	5	15	40
Literacy theories and frameworks	5	15	40
Numeracy and the learners	5	15	40
Understanding the principles and practices of internally assuring the quality of assessment	4	6	45
Working with the 14-16 age range in the learning environment	4	9	30
Working with the 14-19 age range in the learning environment	5	15	50

Assessment

Candidates will be required to build a portfolio of evidence to demonstrate that they have met all the assessment criteria of the required units. The portfolio of evidence will be assessed and internally verified in the centre and then quality assured by OCR external verifiers.

Assessment and evidence requirements will be set out in the unit specifications. OCR will also provide the knowledge, understanding and skills that underpin the assessment criteria.

Centres are free to design their own activities, assignments to assist the learner to meet the requirements of the learning outcomes and assessment criteria. These can be contextualised to meet the learners' needs and the context of their teaching role.

Further information on the requirements for teaching practice and observed and assessed practice can be found on the Centre Handbook for these qualifications.

Progression routes

These qualifications form part of an integrated suite, with units appearing in the structures of other qualifications in the suite.

There is thus opportunity for credit transfer between the qualifications and for achievement to be recognised between qualifications.

Further information on the recognition of credit between the qualifications and on the sequence of delivery for those learners registered on the Certificate and Diploma in Teaching in the Lifelong Learning Sector can be found in the Centre Handbooks for these qualifications.

Certification

Candidates can gain either unit or full qualification certificates.

The full award certificate will detail the qualification title and the Ofqual accreditation information.

The unit certificate will also detail the credit value of the unit achieved.

Qualification support

OCR's website, www.ocr.org.uk, contains an area dedicated to these qualifications. The *Centre Handbook* can also be downloaded from this web page. If you need clarification on any aspect of the assessment or administration of these qualifications, please contact OCR's Customer Contact Centre on **024 76 851509** or at vocational.qualifications@ocr.org.uk.

What to do next?

To seek approval to offer the qualification(s), please apply online following the step-by-step guide to applying for approval for vocational qualifications indicated on our 'Centre Approval' webpage.

You might be interested to know that OCR staff are available to help with any aspect of setting up a vocational assessment centre. Through an advisory telephone call or a centre visit, we can assist, not only with the completion of the form, but also provide advice on the following areas:

- identifying potential candidates and marketing opportunities
- meeting OCR requirements
- identifying resourcing levels, both in terms of staff and equipment
- the documents you might need for the benefit of the candidates and a smooth running centre operation

For further information, please get in touch with our Customer Contact Centre by phone: **(024 7685 1509)**; email: vocational.qualifications@ocr.org.uk; or in writing: OCR Customer Contact centre, OCR, Coventry Office, Westwood Way, Coventry, CV4 8JQ.

www.ocr.org.uk

OCR customer contact centre

Vocational qualifications

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