

Personal Life Skills

10273 Entry 3 Award

10274 Entry 3 Certificate

10275 Level 1 Award

10276 Level 1 Certificate

10277 Level 2 Award

10278 Level 2 Certificate

Key features

- *All the qualifications are accredited onto the Qualifications and Credit Framework*
- *All units have been assigned a level and a credit value and can be achieved independently*
- *Training can be delivered in 'bite-sized chunks' to suit individual needs*
- *There is an opportunity for both full award and unit certification*
- *Individual certificates at unit level make it easier for learners to progress at their own pace.*
- *Candidates will have a great degree of flexibility to combine units into a qualification that reflects their needs*
- *Unit achievement will be banked and can be used towards other qualifications*
- *Centres have the ability to contextualise units to their chosen vocational area.*

Introduction

The **OCR Award and Certificate in Personal Life Skills** qualifications have been developed, with support from the PSHE Association, to help students develop the knowledge, understanding and skills needed to manage life and future opportunities.

The qualifications cover themes such as:

- The importance of relationships
- Diversity, discrimination and prejudice within society
- Ways to maintain good physical, mental and emotional health and wellbeing
- Skills and personal attributes needed for the workplace

The accessible nature of the units means that training can be delivered in bite-sized chunks, providing a flexible approach to learning. The qualifications are available at Entry Level 3, Level 1 and Level 2, with the content enabling learners to progress through the levels.

These qualifications have been accredited as part of the Qualifications and Credit Framework (QCF). Entry Level 3 and Level 1 will be included in the Foundation Learning Tier.

Target audience

This suite of qualifications is appropriate for candidates who are young people aged 14-19 in full-time education, students following vocational training courses, and mature individuals following learning programmes.

Qualification structure

The qualifications comprise of five units at each at Level (Entry Level 3, Level 1 and Level 2). Each unit has been assigned a credit value of 3.

The award comprises of three units - 9 credits
The certificate comprises of five units -15 credits.

60% of the value of credits determines the level of the full award - eg three units at Level 2 (3 x 3 credits) and two units at Level 1 (2 x 3 credits) = Level 2 Certificate, see boxes below.

OCR Entry Level 3 Award in Personal Life Skills

To achieve this qualification, candidates have to achieve 3 units, 2 of which must be achieved at Entry Level 3.

OCR Entry Level 3 Certificate in Personal Life Skills

To achieve this qualification, candidates have to achieve 5 units, 3 of which must be achieved at Entry Level 3.

OCR Level 1 Award in Personal Life Skills

To achieve this qualification, candidates have to achieve 3 units, 2 of which must be achieved at Level 1.

OCR Level 1 Certificate in Personal Life Skills

To achieve this qualification, candidates have to achieve 5 units, 3 of which must be achieved at Level 1.

OCR Level 2 Award in Personal Life Skills

To achieve this qualification, candidates have to achieve 3 units, 2 of which must be achieved at Level 2.

OCR Level 2 Certificate in Personal Life Skills

To achieve this qualification, candidates have to achieve 5 units, 3 of which must be achieved at Level 2.

Units

In order to achieve the Award in Personal Life Skills, candidates need to achieve the units according to the rules of combinations specified in the above tables. The full list of units is given below.

In order to achieve the Certificate in Personal Life Skills, candidates need to achieve the units according to the rules of combinations specified in the above tables. The full list of units is given below.

OCR Unit No.	Unit title	Unit ref No.	Credit	Level	GLH
Optional 1					
1	Identifying risk and making personal decisions	T/503/3189	3	EL	30
2	Understanding risk and making personal decisions	L/503/3229	3	1	30
3	Managing risks in personal decision-making	T/503/3239	3	2	30
Optional 2					
4	Introducing personal health and wellbeing	T/503/3211	3	EL	30
5	Understanding how to maintain personal health and wellbeing	F/503/3213	3	1	30
6	Maintaining and improving personal health and wellbeing	H/503/3236	3	2	30
Optional 3					
7	Learning to be financially capable	Y/502/1293	3	EL	30
8	Learning to be financially capable	J/502/2861	3	1	30
9	Learning to be financially capable	A/502/2856	3	2	25
Optional 4					
10	Forming relationships and understanding others	M/503/3188	3	EL	30
11	Forming personal relationships and understanding diversity	J/503/3441	3	1	30
12	Understanding personal relationships and respecting diversity	K/503/3240	3	2	30
Optional 5					
13	Assessing myself for work	R/502/1292	3	EL	30
14	Assessing myself for work	L/502/2859	3	L1	30
15	Assessing myself for work	M/502/2854	3	L2	25

Assessment

All units are centre assessed and OCR moderated on demand. The evidence required to meet the assessment criteria can be through the OCR Evidence Booklets provided or appropriate centre generated alternatives.

Progression opportunities

Candidates have the opportunity to progress within the suite of qualifications.

For example, a candidate achieving an **OCR Entry Level 3 Certificate in Personal Life Skills** may get recognition for higher level achievement by progressing to the **OCR Level 1 Certificate in Personal Life Skills**.

The OCR Employability Skills Suite of qualifications uses two units from the Personal Life Skills suite:

Assessing myself for work at Entry Level 3, Level 1 and Level 2

Learning to be financially capable at Entry Level 3, Level 1 and Level 2.

Further units can be added for an Employability Skills qualification.

Alternatively, candidates may wish to progress onto other qualifications.

Certification

Candidates can gain either unit or full award certificates.

The full award certificate will show the qualification title and Qualification Accreditation Number.

The unit certificate will also show 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, qualification units and recording documents can also be downloaded from the 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.

OCR runs a regular programme of training workshops for tutors and assessors. For more details, please contact OCR's Training and Customer Support Team on **024 76 496398**.

What to do next?

Centres which were previously approved for the Employability Skills Suite or the Life and Living Skills Suite of qualifications will automatically be approved to offer the Personal Life Skills Suite.

Centres new to OCR Personal Life Skills should complete a centre approval form (available from our website) and send it to the OCR Vocational Operations Division.

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.

A summary of how the approval process works is provided in our *Admin Guide for Vocational Qualifications* (publication ref. code: A850). Our *Fees Booklet* (publications ref. code: A250) lists the charges for centre evaluation, learner entries and certification. Both publications are available to download from our website www.ocr.org.uk

www.ocr.org.uk

OCR customer contact centre

Vocational qualifications

Telephone 024 76 851509

Facsimile 024 76 851633

Email vocational.qualifications@ocr.org.uk

For staff training purposes and as part of our quality assurance programme your call may be recorded or monitored.

© OCR 2011 Oxford Cambridge and RSA Examinations is a Company Limited by Guarantee. Registered in England.

Registered office 1 Hills Road, Cambridge CB1 2EU. Registered company number 3484466. OCR is an exempt charity.



FS 27093