

Section 1:

Overview

Overview

Introduction

We want to make your experience of working with NCFE as pleasant and easy as possible. This Qualification Specification contains everything you need to know about this qualification and should be used by everyone involved in the planning, delivery and assessment of the NCFE Level 3 Certificate in Supporting Teaching and Learning in Schools.

The NCFE Level 3 Certificate in Supporting Teaching and Learning in Schools is a competence-based qualification.

A competence-based qualification is based on National Occupational Standards and is a job-ready qualification which requires learners to demonstrate the skills and knowledge required to work in a specific industry. A competence-based qualification must be assessed in the workplace in accordance with the relevant assessment requirements. For further information on the assessment requirements see page 5.

All information contained in this specification is correct at the time of publishing.

Accreditation and funding

The NCFE Level 3 Certificate in Supporting Teaching and Learning in Schools has been accredited by the qualifications regulators for England, Wales and Northern Ireland¹, and is part of the Qualifications and Credit Framework (QCF). Its Qualification Accreditation Number is 501/0403/2.

This qualification may be eligible for funding. For further guidance on funding, please contact your local funding provider.

¹The qualifications regulators ('regulators') are Ofqual in England, DFES in Wales and CCEA in Northern Ireland.

Geographical coverage

This qualification has been accredited for use in England, Wales and Northern Ireland. We're able to provide the Qualification Specification and assessment materials in the Welsh and/or Irish language where requested and appropriate.

Achieving this Competence Based Qualification

This qualification is made up of:

11 Mandatory Units:

- [Understand child and young person development](#) L/601/1693
- [Understand how to safeguard the wellbeing of children and young people](#) Y/601/1695
- [Support children and young people's health and safety](#) D/601/1696
- [Engage in personal development in health, social care or children's and young people's settings](#) A/601/1429
- [Support learning activities](#) F/601/4073
- [Promote children and young people's positive behaviour](#) A/601/4069
- [Develop professional relationships with children, young people and adults](#) H/601/4065
- [Promote equality, diversity and inclusion in work with children and young people](#) M/601/4070
- [Support assessment for learning](#) A/601/4072
- [Communication and professional relationships with children, young people and adults](#) F/601/3327
- [Schools as organisations](#) A/601/3326

To achieve the qualification, candidates must achieve 32 credits by completing all 11 mandatory units.

To successfully complete a unit, each candidate has to provide evidence satisfying all the performance and knowledge standards in that unit.

The learning outcomes and assessment criteria are available by clicking on the units above which are hyperlinked to the Register of Regulated Qualifications.

Who and what is

This qualification is for those members of the school

it for?	workforce who directly support the teaching and learning of pupils.
Entry guidance	There aren't any specific recommended prior learning requirements for this qualification. However, learners might find it useful if they've already completed qualifications in a relevant area at Level 2. This qualification is suitable for learners aged 16 and above.
Resource requirements	There are no specific physical resource requirements for this qualification.
Progression and development opportunities	Learners who achieve this qualification could progress to: • NCFE Level 3 Certificate in Cover Supervision of Pupils in Schools • NCFE Level 3 Diploma in Specialist Support for Teaching and Learning in Schools This qualification also allows progression into the workforce. For further details of these and other qualifications available in this sector area see the Register of Regulated Qualifications (http://register.ofqual.gov.uk).
Credit transfer	One of the benefits of the QCF is that learners can transfer credit from one qualification to another. Learners who've already achieved one or more of the units included in this qualification elsewhere can transfer the credit already achieved. Simply let us know which units are being achieved by credit transfer on the Certificate Claim Form. Please see http://register.ofqual.gov.uk for information about the units in this qualification.
Accreditation and certification end	All qualifications on the QCF have accreditation and certification end dates to ensure that qualifications remain current and valid. The accreditation end date is the last date

dates

we can register learners on a qualification, and the certification end date is the last date that learners can be certificated.

Learners have up to 3 years after the accreditation end date, to complete this qualification and claim their certificate (unless the certification end date passes before the end of the 3 year period). For further information about accreditation and certification end dates please refer to the information about this qualification on our website (www.ncfe.org.uk) or alternatively you can check the information on the Register of Regulated Qualifications (<http://register.ofqual.gov.uk>).

What happens at the end of an accreditation period?

We review qualifications that are near the end of their accreditation period, working with sector representatives to make any changes necessary to meet sector needs and to reflect recent developments. In most cases we'd apply to the regulators for an extension to the accreditation period. If an accreditation period is extended the certification period will also change.

We'll post information relating to changes or extensions to qualifications on our website (www.ncfe.org.uk) and centres approved to offer the qualification will be kept updated.

Mapping to National Occupational Standards

This qualification reflects the qualification structure for the Level 3 Certificate in Supporting Teaching and Learning in Schools published by the Training and Development Agency for Schools (TDA). It uses the associated National Occupational Standards (NOS) units that belong to that structure, which are published by the TDA.

Further information on the NOS used in this qualification can be found on the TDA's website (<https://www.tda.uk/>).

Assessment guidance

The occupational expertise, qualifications and experience required of Assessors and Internal Verifiers is set out in TDA's Assessment Guidance document which can be found on our website (www.ncfe.org.uk).

Documentation

The following documents are essential reading for any centre involved in the delivery, assessment and administration of this qualification:

- Assessment Guidance

Additional documents are available for those centres wishing to use them:

- Evidence Tracking Sheet
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