



Diploma in Education and Training Professional Graduate Certificate in Education and Training (Prof GCE)

Validated by Canterbury Christ Church University

Faculty and Department(s) responsible	Post Compulsory Education
Title of the programme awards	<ol style="list-style-type: none"> 1. Diploma in Education and Training. 2. Professional Graduate Certificate in Education and Training
Primary Exit Point(s)	<ol style="list-style-type: none"> 1. Diploma in Education and Training. 2. Professional Graduate Certificate in Education and Training
Other Exit Points(s)	<p>The following will be awarded where eligible if a student withdraws from the programme before completion. Or where a student fails subsequent modules.</p> <p>Award in Education and Training (20 credit Module 1) Certificate in Education and Training (40 credit Module 1 and 2)</p>
UCAS code	
Credit rating	120 credits
ECTS	60 credits
Academic Framework	Undergraduate Academic Framework
Scheme/Protocols	Lifelong Learning Modular
Suite (if applicable)	
Programme Director	Liz Pichon
Mode of attendance (full time/part time/blended learning/distance learning, etc)	Part-time
Details of accreditation by a professional/statutory/regulatory body (if applicable)	To be endorsed by the lifelong learning professional body. Currently this is the Institute for Learning. It may be the new Education and Training Foundation (ETF) (subject to confirmation post validation).

Diploma in Education and Training

Professional Graduate Certificate in Education and Training

1 General introduction to the programme

The programme is for teachers who are working or intend to work in the Further Education (FE) and Skills Sector, for example in Further Education, Adult and Community Education or Offender Learning. The programme will provide you with the knowledge and skills to carry out your teaching role. Additionally, for those following the specialist pathways (English, Maths or Disabled Learners), you will enhance your subject knowledge in these areas as well as developing subject specialist teaching skills. Where applicable on successful completion of the programme you will be able to apply for Qualified Teacher Learning and Skills (QTLS) status and be fully qualified to work in the sector.

2 What are the aims of the programme?

The overarching aims of the programme are to enable you to become an effective and critical teacher in the FE and Skills Sector. To this end it aims to develop;

- The knowledge and skills to provide effective, inclusive teaching, learning and assessment opportunities for their learners.
- ☐ Knowledge and understanding of a range of social, political, pedagogical, economic and curriculum issues affecting the wider FE and Skills Sector.
- The ability to meet the requirements for achievement of the professional standards laid down for teachers in the FE and Skills Sector
- The ability to use reflection on experience to develop inclusive practice.
- The ability to use professional and academic texts to develop a principled understanding of theory and practice.
- The subject specific knowledge and understanding of English or Mathematics for those on specialist pathways.

3 What should you achieve at the end of the programme?

By the end of the programme you will have the knowledge and skills to teach your subject in the FE and Skills Sector. You will be able to plan and teach effective and inclusive lessons and be able to critically evaluate your teaching to promote further development.

Programme Learning Outcomes

- Provide education and training for a range of careers in the production industries
- Lead to opportunities for potential workers in the music sector to achieve a nationally recognised level 4 or 5 vocationally specific qualification

3a Diploma in Education and Training

On successful completion of the programme, students will be able to:

1. Demonstrate an understanding of key theoretical perspectives in planning, teaching and assessment.
2. Apply this understanding to plan, manage and deliver inclusive learning, teaching and assessment in specialist subject.
3. Demonstrate a knowledge and understanding of a range of social, political, pedagogical, economic and curriculum issues affecting the wider FE and Skills Sector.
4. Evaluate own teaching in order to improve professional practice

3b Professional Graduate Certificate in Education and Training

Programme Learning Outcomes

On successful completion of the programme, students will be able to:

1. Demonstrate a comprehensive understanding of key theoretical perspectives in planning, teaching and assessment.
2. Apply this understanding to plan, manage and deliver inclusive learning, teaching and assessment in specialist subject.

Diploma in Education and Training

Professional Graduate Certificate in Education and Training

3. Demonstrate a thorough knowledge and understanding and be able to critically evaluate the impact of a range of social, political, pedagogical, economic and curriculum issues affecting the wider FE and Skills Sector.
4. Critically evaluate own teaching in order to improve professional practice

4 What will you study?

You will study key theoretical perspectives on teaching, learning and assessment and a range of approaches to pedagogy. You will apply these concepts to your teaching practice. You will also study the wider context of practice, including curriculum development and the impact of policy. You will be encouraged to reflect on your practice and develop your use of English and Maths in order to develop your teaching skills.

For the subject specialist routes, you will study English or Maths as subjects as well as subject pedagogy to improve your subject knowledge as well as enhancing your teaching skills.

5 How will you be taught?

There will be regular taught sessions where you will have input on the knowledge that underpins the development of your teaching skills. In these sessions you will be expected to contribute ideas from your own practice and reflect on current texts. You will apply your learning to your teaching practice and be supported by a mentor. You will evaluate your practice through the use of a progress log and will have regular tutorials with your personal tutor to discuss ways to develop further.

6 How will you be assessed?

Assessment will be through a variety of modes. You will complete written assignments all of which will have a strong link to practice. You will carry out peer observations and reflect on your experience. You will also be assessed through 8 observations of your teaching practice and you will need to complete a progress log evaluating your progress and setting targets for further development.

Full details and guidance for all the assessments will be provided in the programme handbook and through support from your tutor. Each module will be assessed by a portfolio of evidence including observations, reflections and written work equivalent to 4000 words. You will be provided with a portfolio guidance sheet about how to structure and present all of your work for final submission.

To achieve a Pass grade on each module it is necessary to pass all the tasks within a module. To successfully complete the programme, it is necessary to achieve a Pass grade in each of the modules and to have logged the required number of teaching hours.

In line with the emphasis on the development of practical teaching skills, part of the assessment on the programme is the requirement that you will have observations of your teaching practice, where a written report on a teaching session is produced either by a mentor or the programme tutor. You will be observed teaching at least eight hours over the programme. All observations must be a "pass". Where an observation is recorded as achieving less than 'minimum standard' there is one opportunity to retake the observation. If the second observation is then recorded as a fail then you fail the module and will be required to withdraw from the programme.

You must complete a Progress Log (PL) over the duration of the programme. The PL will include reflective logs and specific targets for development as well as evidence of progress. The log will act as a cohesive element across the whole programme and will be critically reviewed at tutorials and form part of the portfolio assessment for each module.

You must present all of your work in the form of a portfolio of evidence and hand this to your tutor at the deadline given to you in preparation for the relevant Examination Board. Incomplete portfolios cannot be considered for final examination and will be recorded as a fail at the Examination Board. If you pass all of your work but fail to present your final portfolio, you will fail the programme of study.

Diploma in Education and Training

Professional Graduate Certificate in Education and Training

7 What are the entry requirements?

Subject specialist qualifications and/or experience at level 3 must be presented at interview. You must hold or be working towards achievement of level 2 equivalences in English and Maths. You must have access to 100 hours of teaching practice over the duration of the programme.

You must be able to successfully complete the written assessment requirements of the course at the appropriate academic level.

For the English and Maths specialist pathways you will need to evidence English or Maths processing skills at Level 3.

For the specialist pathways, 50% of your teaching practice must be in the subject specialisms.

For the English and Maths specialism teaching must cover two distinct levels.

8 How should you apply and how will you be selected?

You will need to complete an application form. You will be invited to an initial interview.

For the English and Maths specialist pathways, your personal skills in English or Maths will be assessed.

9 Where will you be taught?

Taught sessions will be at one of our collaborative partner sites or at the Canterbury Campus. Observations of teaching will take place in your workplace.

10 How long will you normally need to study to complete this programme?

The programme will be delivered part-time over two academic years. Some centres will offer an accelerated route, where you will study part-time over one calendar year.

11 Does the programme feature progression between levels or stages, and if so, what will you need to achieve to progress from one level or stage to the next?

The programme consists of six modules. In order to progress from one module to the next, you need to pass the assessment tasks for that module. If you are not successful in an assessment task, you may have the opportunity to resubmit this task on one further occasion (see 6 above); this includes the observed teaching practice.

Diagrammatic overview

Diploma in Education and Training/Professional Graduate Certificate in Education and Training.

In year one, you take 3 modules at level 4. In year 2 you may choose 3 modules at level 5 and be awarded a Diploma or 3 modules at Level 6 and be awarded a Professional Graduate Certificate in Education and Training.

Year 1

Introduction to Teaching and Learning Level 4	Assessment Level 4	Applying Theory to Practice Level 4
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Year 2

Reflecting on Practice Level 5 or 6	Curriculum Level 5 or 6	Policy and Professional Practice Level 5 or 6
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Diploma in Education and Training

Professional Graduate Certificate in Education and Training

12 What will you need to achieve in order to graduate and how will your overall grade be calculated?

In order to graduate you need to pass all the assessment tasks, which include eight assessed observations of teaching practice. The overall grade is pass or fail.

13 Are there any external bodies involved in the development and approval of the programme?

The programme is developed in line with the current framework available from the Learning and Skills Improvement Service (LSIS). It will be approved / endorsed by the body responsible for teaching awards in the FE and Skills Sector. This is currently the Institute for Learning, but may be the new Education and Training Federation.