



Focus Awards Level 3 Certificate in
Supporting Teaching and Learning in
Schools (RQF)

601/6105/X

Qualification Summary

Key Information

Level	Sector	Qualification Type
3	Direct Learning Support	Occupational Qualification
Total Qualification Time	Credit Value	Guided Learning Hours
320	32	185
Status	Methods of Assessment	Minimum Age
Available to Learners	Portfolio of Evidence	16



Focus Awards Level 3 Certificate in Supporting Teaching and Learning in Schools (RQF)

QRN: 601/6105/X

GLH: 185

TQT: 320

Credit: 32

Qualification Purpose:

The Focus Awards Level 3 Certificate in Supporting Teaching and Learning in Schools (RQF) is aimed at those members of the school workforce who directly support the teaching and learning of pupils. The qualification provides the knowledge and understanding needed to work directly with children or young people in supporting the assessment for learning, developing relationships, promoting equality and diversity, and understanding how to safeguard the wellbeing of children and young people.

Age Ranges

Entry is at the discretion of the centre. However, learners should be at least 16 years old to undertake this qualification.

Geographical Coverage

This qualification is available in England and Northern Ireland.

Learner Entry Requirements

Focus Awards does not set any other entry requirements, but additional criteria may be requested or specified by the centre.

Reasonable Adjustments and Special Considerations

Please refer to the Focus Awards 'Reasonable Adjustments and Special Considerations Policy'. A copy is available for download from the Focus Awards website at the following url:

<https://www.focusawards.org.uk/wp-content/uploads/2016/08/Reasonable-Adjustments.pdf>



Assessment Methods

This qualification is Internally Assessed. Each learner must create a portfolio of evidence that demonstrates achievement of all the learning outcomes and assessment criteria associated with each unit.

The main pieces of evidence for the portfolio could include some or all of the following:

- Assessor observation
- Witness testimony
- Learner product
- Worksheets
- Assignments/projects/reports
- Record of oral and written questioning
- Learner and peer reports
- Recognition of prior learning (RPL)

Progression Routes

Learners wishing to progress from this qualification can undertake the following qualifications:

- Level 3 Certificate in Cover Supervision of Pupils in Schools (RQF)
- Level 3 Diploma in Specialist Support for Teaching and Learning in Schools (RQF)
- Focus Awards Level 4 Certificate For Higher Level Teaching Assistants (RQF)

Supporting Material and Useful Websites

- <https://focusawards.org.uk/supportingmaterials>
- <https://ofqual.gov.uk>



Qualification Structure

Learners must achieve all 11 mandatory units to achieve a total credit of 32.

Mandatory Units

Unit Title	Unit Reference	Level	Credit	Guided Learning Hours
Communication and professional relationships with children, young people and adults	F/601/3327	3	2	10
Schools as Organisations	A/601/3326	3	3	15
Support Learning Activities	F/601/4073	3	4	20
Promote Children and Young People's Positive Behaviour	A/601/4069	3	3	15
Develop professional relationships with children, young people and adults	H/601/4065	3	2	10
Promote equality, diversity and inclusion in work with children and young people	M/601/4070	3	2	10
Support Assessment for Learning	A/601/4072	3	4	20
Engage in personal development in health, social care or children's and young people's settings	A/601/1429	3	3	10
Support Children and Young People's Health and Safety	D/601/1696	3	2	15
Understand Child and Young Person Development	L/601/1693	3	4	30
Understand how to safeguard the wellbeing of children and young people	Y/601/1695	3	3	25

Staff Requirements

Requirements for Tutors/Instructors

Tutors delivering the qualification will be required to hold or be working towards a teaching qualification. This may include qualifications such as the Levels 3, 4 or 5 in Education and Training, or a Certificate in Education. Focus Awards will however; consider other teaching qualifications upon submission. Tutors must also be able to demonstrate that they are occupationally competent within the sector area.

Requirements for Assessors

Assessors will be required to hold, or be working towards a relevant assessing qualification. This includes qualifications such as:

- Level 3 Award in Assessing Competence in the Work Environment
- Level 3 Award in Assessing Vocationally-Related Achievement
- Level 3 Certificate in Assessing Vocational Achievement

Focus Awards will however; consider other relevant assessing qualifications upon submission.

Assessors who only hold the Level 3 Award in Understanding the Principles and Processes of Assessment will be required to complete an additional programme of study to achieve the relevant competency units required for one of the qualifications listed above.

Trainee assessors who do not hold an assessment qualification will require their decisions to be countersigned by a suitably qualified assessor.

Assessors must also be able to show they are occupationally competent within the sector area

Requirements for Internal Quality Assurers (IQA)

Internal Quality Assurers should hold or be working towards the following an IQA qualification. This may include qualifications such as the V1 (previously D34), or the Level 4 Award in the Internal Quality Assurance of Assessment Processes and Practice. Focus Awards will however; consider other relevant IQA qualifications upon submission.

Trainee IQAs who do not hold an IQA qualification will require their decisions to be countersigned by a suitably qualified IQA. IQAs must be able to demonstrate occupational competence.

