



**EARLY YEARS
AND
CHILDCARE SERVICE
QUALIFICATIONS
GUIDE**

2011 / 2012

Welcome to the qualifications directory from Wolverhampton Early Years and Childcare Service.

Our aim is:

'To provide high quality, affordable, accessible training and development opportunities for the 'Early Years and Childcare workforce in Wolverhampton'

In order to ensure high quality early years provision the Government's aim is for childcare settings to be graduate led and all practitioners to be qualified to at least Level 3. Please note this is an aim not a legal requirement. We strongly recommend that you only undertake training and qualifications through approved training providers. You should not feel pressured to undertake qualifications by training providers – if this happens please let us know.

Wolverhampton Early Years and Childcare Service are able to use funding from the coalition Government's 'Early Intervention Grant' to sponsor individuals in the childcare workforce to achieve qualifications which are relevant to their job role.

In order to apply for funding you must be either:-

- Working or volunteering regularly in an Ofsted registered childcare setting which is part of the private, voluntary or independent sector in Wolverhampton e.g. Day Nursery, Crèche, Playgroup, Out Of School Club. (NOT LOCAL AUTHORITY SCHOOL UNLESS PROVIDING OUT OF SCHOOL CARE)
- Working or volunteering on a regular basis in a Children's Centre.
- Or a registered childminder in Wolverhampton or in the process of registering with Ofsted.

What can I Study?

A wide range of qualifications and courses will be funded in order to develop the skills of the workforce and they can be studied with any of the Early Years, Childcare Service Approved Training Providers listed in the table at the back of this directory.

What can I claim?

Course fees - applications will be considered on an individual basis.

New Qualification List for those delivering the Early Years Foundation Stage.

If your setting is required to deliver the EYFS, you will be responsible for ensuring that all practitioners counted in the qualified staff ratios hold 'full and relevant' qualifications as defined by the Children's Workforce Development Council (CWDC) by September 2012.

- First check the ratio requirements in the Statutory Framework for the Early Years Foundation Stage to identify the staff who are counted in the ratios for your setting.
- You should then record their highest qualification including title, awarding body and date achieved.
- Next enter this information for each member of staff in the Qualification Finder on <http://qualificationslist.cwdcouncil.org.uk>. This will tell you whether the qualification they hold is either; still valid, or will be valid provided they do some further professional development or no longer valid and another qualification will need to be achieved.
- Once you know what further qualifications or training are required contact Jo Nosko on 01902 550865.

REQUIREMENT FOR WORK IN CHILDCARE UNDER SUPERVISION

The following certificate will become the only CWDC recognised entry level qualification for working with children and young people from January 2012.

LEVEL 2 CERTIFICATE FOR THE CHILDREN AND YOUNG PEOPLE'S WORKFORCE

This qualification is for those who wish to have a career working with children. It will guide and assess development of knowledge and skills relating to early learning and childcare.

Entry Requirements

No former qualifications are required however you should have a good standard of written and spoken English at a minimum of level 1.

Numeracy and literacy skills will be assessed at the interview.

You need to be working with children between 0-19yrs either paid or voluntary for at least 8 hours per week.

Course Content

The course is made up of mandatory and optional units. Each unit holds a value of credits. You must achieve a minimum of 35 credits to achieve the certificate. Topics include the following:

- Communication
- Equality and diversity
- Safeguarding
- Behaviour
- Child development
- Legislation
- Health and safety
- First aid

How will I be assessed?

This course uses a range of assessment methods including direct observation in the workplace, professional discussion / oral questioning and assessment of written assignments.

Student Contribution

£40.00 and any costs over £1,000.

What can I do next?

Progress to Level 3 Diploma provided you are in a supervisory role with children 0-19

REQUIREMENT FOR WORK IN CHILDCARE IN A SUPERVISORY ROLE

LEVEL 3 DIPLOMA FOR THE CHILDREN AND YOUNG PEOPLE'S WORKFORCE

This qualification is for those who wish to have a career working with children and / or young people between the ages of 0-19yrs. It will guide and assess development of knowledge and skills relating to early learning and childcare. The start and end dates are flexible to suit your individual needs.

Entry Requirements

No former qualifications are required however you should have a good standard of written and spoken English at level 2. Numeracy and literacy skills will be assessed during an informal interview. You need to be working with children between 0-19yrs in a supervisory role. This can be either paid or voluntary for a minimum of 12 hours per week.

Course Content

The course is made up of mandatory and optional units. There are also three pathways to choose from depending on your work setting. These are Early Years, Social Care and Support Services. These units each hold a value of credits. You must achieve a minimum of 65 credits in total to achieve the Diploma. Topics include the following:

- Developing positive relationships
- Equality and diversity
- Safeguarding
- Child and young people development
- Legislation
- Health and safety
- Promoting learning and development

How will I be assessed?

This course uses a range of assessment methods including direct observation in the workplace, professional discussion / oral questioning and assessment of written assignments.

Student Contribution

£60.00 and any costs over £1,000.

What can I do next?

Level 3 practitioner posts in all areas of the Children and Young People's Workforce Sector. With appropriate experience study NVQ Level 4 Children's Care Learning & Development, NVQ Level 3 Certificate in Management.

LEVEL 3 NVQ CERTIFICATE IN MANAGEMENT

This qualification is aimed at those who are responsible for controlling activities and the work output of a team.

Your skills and competences in the workplace provide the opportunity for you to demonstrate and gain a qualification you need for a career in management.

Entry requirements:

You must already be in a position of responsibility.

Course Content:

- Manage own professional development within an organisation
- Set objectives and provide support for team members
- Plan, allocate and monitor work of a team

How will I be assessed?

This course uses a range of assessment methods including direct observation in the workplace, professional discussion / oral questioning and assessment of written assignments.

The assessor will observe the candidate within the working environment managing and leading the team in a variety of situations. Simulation is not allowed however guidance can be sought by the awarding body if needed.

Student Contribution:

£60.00 and any costs over £1,000.

What can I do next?

With appropriate experience Level 5 NVQ Diploma in Management

LEVEL 4 NVQ IN CHILDREN'S CARE, LEARNING AND DEVELOPMENT

Candidates undertake this nationally recognised qualification as part of a Work Based Learning programme.

Entry requirements

You must already be in a position of responsibility.

Course content

- To provide those in a supervisory role with underpinning knowledge of a variety of roles in working with children and their families.
- To enable learners to make a contribution to employment in childcare settings and to multi agency teams.
- To demonstrate competence of role through knowledge and experience gained.
- To demonstrate Continued Professional Development

How will I be assessed?

A variety of assessment methods will be used, including; product evidence, presentations, professional discussions, case studies, question and answer sessions, role play, written projects and tasks suited to the different learning styles, and tutor observations to display competence. The tutored training sessions vary between 2 and 4 hours.

Safeguarding & Equality and Diversity are both embedded throughout all courses and training sessions.

Student Contribution

£80.00 and any costs over £1,000.

What can I do next?

With appropriate experience Foundation Degree in Early Years Services

FOUNDATION DEGREE IN EARLY YEARS SERVICES (LEVEL 4 / 5)

Provide an understanding of early childhood in an ecological context.
It will incorporate all aspects of development for children 0-19 years.
Look at current legislation which affects young children and their family
Enable students to evaluate and develop appropriate pedagogical approaches to work
Develop reflective thinking when working in Early Years.

Entry Requirements

Be over 21 years. Achieved an appropriate level 3 qualifications and 2 years post qualifying experience working at Level 3.

Course Content

- The content of the course will help the learner to develop a more in depth understanding of the theories of child development by looking at current research in the field.
- The modules provide the opportunity for current practitioners to develop their skills of reflective practice by extending their understanding and knowledge of new developments and services in the sector.
- They will move forward in their ability to develop an inter-disciplinary approach by drawing on disciplines such as psychology, sociology, social work, child health, management and law.

How will I be assessed?

Assessment is through a blended learning approach working a mixture of on line contributions and assignments. The course takes two and half years to achieve part time if attending University. Open University offers this course by distance learning over 4 – 5 years.

Student Contribution

£100.00 and any costs over £1,000.

What can I do next?

With appropriate experience could continue study to gain a BA (Hons) Childhood and Family Studies

BA (HONS) CHILDHOOD AND FAMILY STUDIES

This degree course is suitable for experienced, qualified childcare practitioners and post 'A level' students looking for career development.

Entry Requirements:

Must be 18 or over and meet the University entry requirements or hold a recognised childcare qualification at NVQ Level 3 or equivalent. Entry assessed on an individual basis. Maturity and experience will be taken into account.

Course content

In Year 1, you will explore how children and young people develop and consider issues around safeguarding and promoting well-being. In addition you will be introduced to current educational themes and debates and key theoretical questions underpinning Childhood and Family Studies.

In Year 2 you will look at families and communities and explore theoretical approaches to learning. You will be asked to apply the knowledge you have gained to lead discussions, present information and carry out educational research.

The final year will allow you to analyse how inequality can be tackled through inter-agency working and will widen your perspective on children's rights and cultural issues.

Example modules:

- Growing up in the 21st Century
- Power, Inclusion and Diversity
- Studying Children and Young People
- Representations of Childhood and Youth
- Leading and Managing Change
- Communication, Language and Literacy

How will I be assessed?

Assessment is through a blended learning approach working a mixture of on line contributions and assignments. The course takes 3 years full time or 5 years part time to achieve or 1 year part time if you have a Foundation Degree in Early Years Services. If attending University. Open University also offer this course by distance learning

Other information: On completion of the degree a 1 year PGCE could be taken to qualify as a Teacher.

Student Contribution

£120.00 and any costs over £1,000.

What can I do next?

With appropriate experience Early Years Professional Status

EARLY YEARS PROFESSIONAL STATUS (LEVEL 7)

This role is supported by a set of national standards set at graduate level, covering work with children from birth to the end of the Early Years Foundation Stage. Experienced practitioners who can demonstrate that they meet these standards through good practice and by leading others practice can be awarded Early Years Professional Status (EYPS)

Entry Requirements:

You must hold a full degree or equivalent (Level 6) or an Early Years Foundation Degree (Level 5) or equivalent qualification. GCSE grade C or above in Mathematics and English, or recognised equivalent. Have sufficient recent and relevant experience that enables you to demonstrate the standards across the 0 – 5 age range.

Course content

- Knowledge and understanding
- Effective practice
- Relationships with children
- Communicating and working in partnership with families and carers
- Teamwork and collaboration
- Professional development

How will I be assessed?

This takes place in your early years setting with occasional travel to learning events arranged by the training provider. There are four 'pathways' to achieving EYPS available, ranging from 3 to 15 months. The length of the Pathway you take will be determined by individual needs, experience and expertise within the early years.

Student Contribution

N/A – course funded by Government

Location: There are a number of CWDC approved training providers across the country see <http://www.cwdcouncil.org.uk/eyps>

Other information: The Government aims to have an Early Years Professional in every Children's Centre by 2010 and one in every full day care setting by 2015.

I AM INTERESTED IN A QUALIFICATION – WHAT DO I DO NOW?

Using the list of training providers below call the training providers you are interested in and find out:

- Do you meet the entry requirements (if any) for the course?
- When and where will the next available course be run?
- How much will it cost?
- Do they have a place for you?
- How do you enrol?

If more than one training provider is offering the qualification you want it is important that you choose the one which most suits your needs and gives you the best service.

Once you have decided to enrol on a course which can be sponsored contact Jo Nosko (01902 550865) or email jo.nosko@wolverhampton.gov.uk and ask for a funding form to cover a proportion of the cost of your course fees.

You must get a personal quote for the total cost of the course including, where appropriate, enrolment, course, registration, exam and certification fees.

Fill in the application form entering the quote at Section 2. Enter the amount of student contribution required for that course. This is the amount that you have to pay to your training provider on enrolment on the course. The EYCS will pay the remainder of the quote provided to the training provider on your behalf (up to a maximum of £1,000 per course)

Return the form ensuring that you have completed all sections and have signed it; to Lucy Williamson, Childcare Workforce and Equality Co-ordinator, Wolverhampton Early Years and Childcare Service, Jennie Lee Centre, Lichfield Road, Wednesfield, Wolverhampton WV11 3HT.

The EYCS will consider your application and send a letter to your training provider with a copy to you stating how much of your course fees we will pay. If you are unsuccessful we will inform you as soon as possible.

Don't forget to complete the enrolment forms and paperwork required by your training provider and join the course.

APPROVED TRAINING PROVIDERS LIST – JULY 2011

LEVEL 2 / 3 / 4 QUALIFICATIONS

Bev Aminson Consultancy Ltd Unit 35 Brookhouse Road Parkhouse Industrial Estate Newcastle ST5 7EF	Contact: Bev Aminson Phone: 01782 566 838 Fax: 01782 566 838 Email: info@training4childcare.co.uk
Birmingham Metropolitan College (Sutton College) High Street Town Centre, Sutton Coldfield B74 2NW	Contact: Phone: 0121 355 5671 Email:
Bournville College Bristol Road South Northfield Birmingham B31 2AJ	Contact: Phone: 0121 483 1000 Email: info@bournville.ac.uk
City of Wolverhampton College Bilston Campus Wellington Road Bilston WV14 6BT	Contact: Kathy White Phone: 01902 821248 Email: whitek@wolvcoll.ac.uk
College of Continuing Education Hawbush Centre Walsall WS3 1AG	Contact: Pauline Pegram / Colin Bedford Phone: 01922 654510 Email: cocefl@hotmail.co.uk
Crackerjack Training Ltd 1 st Floor 162 High Street Harborne Birmingham B17 9PN	Contact: Fiona Baker Phone: 07966 269612 Email: chrisbkr2@aol.com
Direction Training & Management 4 Barbary Grange Stafford ST17 4NS	Contact: Graeme Charlesworth Phone: 01785 855632 Email: g.charlesworth02@btinternet.com

Dudley College The Broadway Dudley DY1 4AS	Contact: Julie Cornes Phone: 01384 363653 Email: julie.cornes@dudleyol.ac.uk
Eagles Consultancy 43 Western Road Sutton Coldfield Birmingham B73 5SP	Contact: Claire Eagles / Sue Black Phone: 0121 355 6211 07870 789642 Email: eaglesjjk@hotmail.co.uk
Eurosource Solutions Limited MIC House 8 Queen Street Newcastle-under-lyme Staffordshire ST5 1ED	Contact: Wilf Buck Phone: 01782 711927 Fax: 01782 711948 Email: wilfbuck@eurosourcesolutions.com
Halesowen College Whittingham Campus Whittingham Road Halesowen B63 3NA	Contact: Angela Hodgkins Phone: 0121 550 1451 ext 223 Email: ahodgkins@halesowen.ac.uk
Manor Farm Community Association King George Crescent Rushall Walsall WS4 1EG	Contact: Sue Bradley Phone: 01922 614316 Email: suebradley@btinternet.com
Noel Quinn Limited Governors House 153 Cape Road Warwick CV34 5DJ	Contact: Gill Quinn Phone: 01926 409124 Email: info@noelquinn.co.uk
Performance Through People (PTP) Ridings House Ridings Park Hawkes Green Cannock WS15 7FH	Contact: Karen Bowman Phone: 01543 460050 Email: Karen.bowman@ptp-training.co.uk

Platinum Training & Recruitment Limited Dudley House Second Floor Stone Street Dudley DY1 1NP	Contact: Helen Cox Phone: 01384 231645 Email: Helen@platinum-training.co.uk
Pre-School Learning Alliance Midlands regional Centre Third Floor 5 lower Temple Street Birmingham B2 4JD	Contact: Michelle Ford Phone: 0121 643 0063 Email: Michelle.Ford@pre-school.org.uk
Sandwell College Smethwick Campus Crochetts Lane Smethwick B66 3BU	Contact: Sian Scott Phone: 0121 253 6521 Email: sianscott@sandwell.ac.uk
Stourbridge College Hagley Road Stourbridge DY8 1QU	Contact: Pat Pasek Phone: 01384 344540 Email: pat.pasek@stourbridge.ac.uk
Trinity Training Christchurch Building Leicester St Wolverhampton WV6 OPS	Contact: Frances Carlin Phone: 01902 712402 Email: info@trinity-training.com
Walsall College St. Paul's Street Walsall WS1 1XN	Contact: Ms J McDermott / Laura Brookes Phone: 01922 657000 Email:

LEVEL 4, 5, 6

Newman College of Higher Education Genners Lane Bartley Green Birmingham B32 3NT	Contact: Gillian McGillivray Phone: 0121 476 1181 Email: g.m.mcgillivray@newman.ac.uk
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Open University (The) Faculty of Education & Language Studies Stuart Hall Building (Level 2) The Open University Walton Hall Milton Keynes MK7 6AA	Contact: Kathryn Creber Phone: 01908 659321 Email: k.a.creber@open.ac.uk
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University College Birmingham Summer Row Birmingham B3 1JB	Contact: Danielle Carey Phone: 0121 604 1000 Email: d.carey@ucb.ac.uk
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University of Worcester Henwick Grove Worcester WR2 6AJ	Contact: Professor Chris Robertson Phone: 01905 855466 Fax: 01905 855132 Email: c.robertson@worc.ac.uk
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Wolverhampton University Gorway Campus Gorway Road Walsall WS1 3BD	Contact: Maggie Leese Phone: 01902 321000 Email: maggie.leese@wlv.ac.uk
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LEVEL 7

Best Practice Network 111 – 117 Victoria Street Bristol BS1 6AX	Contact: Phone: 0117 920 9200 Email: info@bestpracticenet.co.uk
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