



Qualification Specification

STA Level 3 Award in Education and Training

This qualification is regulated by Ofqual (England)

STA Level 3 Award in Education and Training

Qualification Number: 601/1013/2

12 Credits made up of 3 credits from Group A, 6 credits from Group B and 3 credits from Group C

Unit Structure

This qualification consists of 1 mandatory unit and 5 optional units.

Mandatory Unit – Group A

Unit Title	Code	Unit Level	GLH
Understanding roles, responsibilities and relationships in education and training	H/505/0053	3	12

Optional Units – Group B

Understanding and using inclusive approaches in education and training	D/505/0052	3	24
Facilitate learning and development for individuals	J/502/9549	3	25
Facilitate learning and development in groups	F/502/9548	3	25

Optional Units – Group C

Understanding the principles and practices of assessment	D/601/5313	3	24
Understanding assessment in education and training	R/505/0050	3	12

GLH = Guided Learning Hours

Total Qualification Time: 120 Hours

Note: STA offers the Understanding and using inclusive approaches in education and training from Group B and Understanding the principles and practices of assessment from Group C.

Qualification Delivery

The Level 3 Award in Education and Training can be delivered as a face-to-face course, either as an intensive course (over 5 days) or run over a period of weeks. If the course is delivered face-to-face, the ratio of learners to tutor is 12:1.

The qualification can also be delivered via distance learning. The theory elements are completed by written assignments and externally marked by an assessor. The practical elements are completed under the observation of a qualified assessor and work products.

Assignments and assessment decisions are subject to Internal Quality Assurance and External Quality Assurance activity.

Introduction

The Level 3 Award in Education and Training is an introductory teaching qualification, with no requirement to practice, which makes it ideal for those that aspire to become teachers / trainers, or those who have only just started in the profession. The role of a teacher / trainer in the education and training sector is a varied one. It involves planning, delivering and evaluating sessions that meet the needs of the learners and the requirements of the course. It includes record keeping and giving feedback.

Qualification Objective

The STA Level 3 Award in Education and Training qualification objective is to provide learners with the knowledge to be able to understand the roles, responsibilities and relationships in education and training. It is designed to provide learners with the knowledge and skills to be able to deliver education and training to individuals or groups in an area they are technically competent in and to provide learners with the knowledge to be able to understand assessment and the processes involved when assessing a learner.

Target Learners

The STA Level 3 Award in Education and Training is intended for learners who are considering a career in education and training or who currently work in a role within education and training but do not hold an equivalent or higher qualification. It could also meet the needs of those who are currently practicing as an assessor and wish to move into a teaching and training role.

Progression

Once qualified learners may wish to develop their knowledge and skills by completing the Level 4 Certificate in Education and Training or the Level 5 Diploma in Education and Training.

Note: The Level 3 Award in Education and Training is not a pre-requisite requirement to access the above higher qualifications.

Industry Standards

The STA Level 3 Award in Education and Training is underpinned by the Education and Training Foundation Professional Standards for Teachers and Trainers in Education and Training and links to the National Occupational Standards in Training and Development.

Entry Requirements

- Be 19 years of age or older
 - Have a good understanding of information and communications technologies (ICT)
 - Have the ability to read and communicate clearly and accurately in written and spoken standard English
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Special Consideration and Reasonable Adjustments

For further information on these, please refer to the policies section on the Safety Training Awards website:

<https://www.safetytrainingawards.co.uk/policies/>

Awarding Organisation Policies

A full list of awarding organisation policies are available on the website:

<https://www.safetytrainingawards.co.uk>

Any Other Requirements

Learners must be involved in at least one hour of micro-teaching. Learners must deliver at least one 15 minute micro-teach session that is observed and assessed by a competent assessor. The remaining 45 minutes can be from further delivery of micro-teach sessions or the learners observing micro-teach sessions delivered by other learners.

Grading Format

Competent / Not competent

Assessment Methods

The theory elements of unit 1 , unit 2 and unit 3 are assessed by the completion of written assignments which are then marked by a suitably qualified assessor. Professional discussion can take place to support information provided. Incorrect or insufficient answers can be corrected and re-submitted.

The practical elements within unit 2 are assessed through the observation of practice and work products. Questions can be asked of the learner during the observation to confirm understanding.

All learning outcomes and assessment criteria in the units must be achieved in order for the learner to be deemed competent and pass the qualification.

Tutor Requirements

All tutors must have the skills, knowledge and experience to be able to deliver this qualification. Each tutor is required to hold:

- Level 3 Award in Education and Training, or
- Level 4 Certificate in Education and Training, or
- Level 5 Diploma in Education and Training, or
- Certificate in Education.

Note: Acceptable equivalents to the above are the suite of Preparing to Teach in the Lifelong Learning Sector qualifications (12 credits), PTLLS, CTLLS and DTLLS.

Assessor Requirements

All assessors must have the skills, knowledge and experience to be able to assess this qualification. Each assessor is required to hold the following:

- Already hold the qualification (or previous equivalent qualification) they are assessing
- Have up-to-date working knowledge and experience of best practice in assessment and quality assurance
- Hold one of the following assessor qualifications or their recognised equivalent:
 - Level 3 Award in Assessing Competence in the Work Environment, or
 - Level 3 Certificate in Assessing Vocational Achievement, or
 - A1 Assess candidate performance using a range of methods, or
 - D32 Assess candidate performance and D33 Assess candidate using differing sources of evidence.
- Show current evidence of continuing professional development in assessment and quality assurance.

IQA Requirements

All Internal Quality Assurers must have the skills, knowledge and experience to be able to internally quality assure this qualification. Each Internal Quality Assurer is required to hold the following:

- Have up-to-date working knowledge and experience of best practice in assessment and quality assurance
 - Hold one of the following assessor qualifications or their recognised equivalent:
 - Level 3 Award in Assessing Competence in the Work Environment, or
 - Level 3 Certificate in Assessing Vocational Achievement, or
 - A1 Assess candidate performance using a range of methods, or
 - D32 Assess candidate performance and D33 Assess candidate using differing sources of evidence.
 - Hold one of the following internal quality assurance qualifications or their recognised equivalent:
 - Level 4 Award in Internal Quality Assurance of Assessment Processes and Practice, or
 - Level 4 Certificate in Leading the Internal Quality Assurance of Assessment Processes and Practice, or
 - V1 Conduct internal quality assurance of the assessment process, or
 - D34 Internally verify the assessment process.
 - Show current evidence of continuing professional development in assessment and quality assurance.
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Resource Requirements

- Studying for the STA Level 3 Award in Education and Training
- Study Skills Guide
- The Award in Education and Training by Ann Gravells.