

National Qualifications Framework – Edexcel Level 2, 3 and 4 NVQs in Children’s Care, Learning and Development

Automatic Approval Process and Frequently Asked Questions

Part One – AUTOMATIC APPROVAL PROCESS – KEY INFORMATION

What happens next?

The following qualifications are being replaced. If you meet the following criteria, for one or more of the current NVQs, you are entitled to automatic approval for the replacement NVQs at the same level (but not at levels below or levels above). Please see the last page of this document for a table of the transition from the old NVQs to the new NVQs.

NVQ Titles	Last Registration	Last Certification
Q1050011 – Edexcel Level 2 NVQ in Early Years Care and Education	31 Oct 2005	31 Oct 2007
Q1050012 – Edexcel Level 3 NVQ in Early Years Care and Education	31 Oct 2005	31 Oct 2008

The following are the new qualifications:

Q5000199 – Edexcel Level 2 NVQ in Children’s Care, Learning and Development (QAN: 100/5518/6)

Q5000200 – Edexcel Level 3 NVQ in Children’s Care, Learning and Development (QAN: 100/5519/8)

Q5000201 – Edexcel Level 4 NVQ in Children’s Care, Learning and Development (QAN: 100/5520/4)

Criteria for Automatic Approval:

- Centres approved for the NVQs being replaced within the last 6 months will receive Automatic Approval for the new NVQs (as they have so recently been through the rigorous approval process).
- Centres approved over 6 months ago for the NVQs being replaced, will receive Automatic Approval for the new NVQs, if they fulfil the following eligibility requirements, which are:
 - registered candidates within the last two years on the replaced NVQ
 - received a QRF rating of C or above within the last year on the replaced NVQ.
- Any centre meeting these requirements will receive automatic approval for the NVQs at the levels for which they are currently approved. Please see the last page of this document for a table of the transition from the old NVQs to the new NVQs.

Please note, that as no Edexcel provision exists at level 4, all centres wishing to offer the Edexcel Level 4 NVQ in Children’s Care, Learning and Development, will need to apply for approval using the NVQ1 form, details of which can be found over the page.

If my centre does not meet the automatic approval criteria outlined on the previous page, what do I need to do to seek approval?

If your centre does not meet the criteria outlined above, you will need to complete and return an NVQ1 form to:

- Your Regional Office for FEIs, HEIs and Schools
- Quality Standards Team at the above address for Employer and Training Provider Centres.

The NVQ1 form and guidance can be found on the Edexcel website - www.edexcel.org.uk/sfc

If you are not sure of the contact details for your Regional Office please ring our Customer Services on 0870 240 9800 or look on our website at www.edexcel.org.uk/AboutUs/ContactUs.aspx

If my centre has been given automatic approval to offer these new NVQs, but does not wish to have approval to offer them, what do I need to do to withdraw approval?

If your centre does not wish to offer any of the new NVQs, for which your centre has been given automatic approval and would like approval to be withdrawn, please write to:

Quality Standards Team
One90 High Holborn
London
WC1V 7BH

Requests for further advice and queries about approval may be directed to:
approvals@edexcel.org.uk

Part Two – GENERAL FREQUENTLY ASKED QUESTIONS

How will these new qualifications access funding?

These new Edexcel NVQ qualifications will be listed on the current DfES Funding Lists (Section 96 and 97 as appropriate) and subsequent DfES update circulars.

The replaced Edexcel NVQ titles listed in part 1 above, which expire on 31 October 2005, will no longer attract public funding as of that date. Please note that candidates already registered with Edexcel on these NVQ titles will be funded to complete their programme.

It is appreciated that centres in Wales and Northern Ireland operate under different funding arrangements; please contact your Edexcel Regional Office if you have particular queries (see below).

For Centres in Wales:

Cardiff Regional Office
Unit C
Fairway House
Links Business Park
St Mellons
Cardiff
CF3 OLT

Tel: 0292 079 4865
Fax: 0292 036 2830

For Centres in Northern Ireland:

Bristol Regional Office
Cribbs Business Centre
Hollywood Lane
Cribbs Causeway
Bristol
BS10 7TW

Tel: 0117 950 1908
Fax: 0117 950 1115

Where can we obtain copies of the DfES funding listings?

On the DfES website - www.dfes.gov.uk

Why is there a change in qualification coding?

QCA have changed the way in which they code NVQs accredited to the National Qualifications Framework (NQF). Instead of the previous system of allocating Q numbers for each NVQ they will now allocate a Qualification Accreditation Number (QAN), which consists of an eight figure number. In addition, individual units will no longer be allocated a U number, but will instead start with a random letter and then seven digits.

The new style of coding will run alongside the old, which remains valid in relation to existing NVQ Qualifications and NVQ units that have previously been allocated Q and U numbers.

Edexcel systems will continue to use Q numbers for NVQ approvals and registrations. For qualifications and units allocated QAN codes we will generate unique Q and U numbers, beginning with 'Q5' and 'U5' respectively, these Edexcel codes should be used when completing all Edexcel documentation.

The Edexcel generated codes will not appear on certificates; these will be linked to the NQF QAN codes, which will appear on all certification. All other forms from other bodies relating to NVQs (e.g. for funding) should be completed using the NQF QAN codes.

The QCA qualification accreditation codes needed to apply for funding are listed against the new titles on page 1 of this document.

When can we register candidates on the revised Edexcel NVQ programmes?

You may register candidates from **1 November 2005** onwards, provided that you have either:

- Received an automatic approval letter
- Received a letter of approval from Edexcel following a full application using the NVQ1 Application Form.

Information about registration arrangements are given in the Edexcel Information Manual which is on the Edexcel website at www.edexcel.org.uk/sfc

Can I advertise and market the new qualifications?

Yes, if you have received an automatic approval letter or if you have received your approval letter following submission of the NVQ1 Application Form. If you have applied via the NVQ1 but are still awaiting your formal Approval Letter, then any marketing must make it clear that you are awaiting approval from Edexcel. Candidates must be made aware of the exact, correct title of the qualification they are working towards.

What guidance and logbooks will be available and how can I order copies?

The following products will be available:

Code	Price	Title	Media	When available
N017292	£30	Edexcel Level 2, 3 and 4 NVQs in Children's Care, Learning and Development (All materials listed below)	• CD-ROM	December 2005
N/A	N/A	Edexcel NVQ Guidance for Centres - General Guidance for Edexcel Centres	• CD-ROM and Website*	On website shortly
N/A	N/A	Edexcel NVQ Candidate's Guidance	• CD ROM and Website*	On website shortly
N/A	N/A	Edexcel Level 2, 3 and 4 NVQs in Children's Care, Learning and Development - Sector Guidance for Centres	• CD-ROM and Website*	On website shortly
N017289	£5.50	Edexcel Level 2 NVQ in Children's Care, Learning and Development – logbook for candidates	• On CD-ROM or printed copy	December 2005
N017290	£7.00	Edexcel Level 3 NVQ in Children's Care, Learning and Development – logbook for candidates	• On CD-ROM or printed copy	December 2005
N017291	£7.50	Edexcel Level 4 NVQ in Children's Care, Learning and Development – logbook for candidates	• On CD-ROM or printed copy	December 2005

* Products for the Website will initially be located on our health and social care microsite from 3rd November 2005 as a pre-publication version <http://hsc.edexcel.org.uk>

Both the CD-ROM and the printed Candidate Logbooks can be ordered in the normal way from:

Edexcel Publications
Adamsway
Mansfield
Notts
NG18 4FN

Tel: 01623 467 467
Fax: 01623 450 481

Email publications@linneydirect.com

Part Three – NVQ SPECIFIC FREQUENTLY ASKED QUESTIONS AND ISSUES

Arrangements for registering candidates

Candidates can be registered on the new NVQs in Children's Care, Learning and Development from 1 November 2005. Registrations on the NVQs in Early Years Care and Education will not be accepted after 31 October 2005. Candidates registered before 1 November 2005 on the Early Years Care and Education NVQs will have 2 years to complete Level 2 and 3 years to complete Level 3.

Will we have to pay an additional registration fee for the Additional Units?

No. Additional units over and above the requirements of the NVQ qualification may be reported free of charge and will appear on the Certificate of Unit Credit for the NVQ qualification. Unit achievement may be reported at any time during the period of the registration's validity. However, once the claim for NVQ qualification has been made, the registration is then closed. After that time, candidates will need to register again for any units they require. The current fee for unit registration is £15.50 per unit.

Will there be mapping between the old and new qualifications?

A broad mapping for transfer from the Early Years Care and Education NVQs to the new Children's Care, Learning and Development NVQs is provided as an annex in the *Edexcel Level 2, 3 & 4 NVQs in Children's Care, Learning and Development Sector Guidance for Centres*.

Will candidates already registered for the existing NVQs be able to transfer their registration?

Yes. Candidates registered for the existing NVQs will be able to transfer their registration to the new NVQ at the same level for no extra charge. However, it should be noted that these candidates will not be able to use any units they have achieved within the existing NVQ as part of the structure of the new NVQ. They may well be able to use the evidence they have acquired, through the usual APL route, and should discuss this with their assessor.

Delivering and assessing the new NVQs

How will the new extended age range effect the assessment or delivery of underpinning knowledge?

The new NVQs in Children's Care, Learning and Development now apply to the extended age range of 0-16. Candidates need to have knowledge across the full age range, but must only demonstrate competence in the age range with which they work. Tutors must update their knowledge to include the full age range, however assessment must be undertaken by an occupationally competent person. The use of expert witnesses could be useful in this instance. Guidance on the teaching and assessment of the extended age range is provided in *Edexcel Level 2, 3 & 4 NVQs in Children's Care, Learning and Development - Sector Guidance for Centres*.

Will the use of imported units alter our assessment and verification in any way?

According Children's Care, Learning and Development assessment strategy, section 6, where units have been imported from other NVQs the principles and criteria of the above assessment strategy will apply, however assessors must be occupationally competent in the units concerned. There are specific requirements for the assessment of some imported units, see section 10 of the Children's Care, Learning and Development assessment strategy, which can be found within the in *Edexcel Level 2, 3 & 4 NVQs in Children's Care, Learning and Development - Sector Guidance for Centres*.

What is the difference between witness testimony and expert witness evidence?

It is best to avoid the term 'expert witness testimony' and use instead 'expert witness evidence', which may or may not be testimony.

Within the new Children's Care, Learning and Development NVQs, the use of Expert Witnesses is encouraged as a contribution to the assessment of evidence of the candidate's competence, where there are no occupationally competent assessors for occupationally specific units, this applies to the optional units only.

"Expert Witnesses" must be identified and trained by the centre. Witnesses are other people who may have been present at a particular incident, or able to provide evidence of consistency of practice, but are not registered with the centre as an "Expert Witness".

What qualifications will the expert witness have to have?

No qualifications are specifically required. However, they must be able to prove their competence in the units with which they are involved. See also the following question.

Will expert witnesses have to hold L20?

They should be encouraged to undertake unit L20 from the A&V awards.

Do we have to use expert witnesses?

No. It is a facility available for centres to use if it is considered to be useful for the centre/candidate.

Why can't expert witnesses provide evidence for the core units?

This was a decision made by Children's Workforce Development Council, which is the Sector Skills Councils and is recorded as part of the Assessment Strategy (which is in our centre guidance). Assessors are expected to be occupationally competent and to take the lead role in the assessment of the core units of the qualification. However, **additional** evidence can be provided by an expert witness for the core units. The extent to which an expert witness can contribute is clearly outlined in the evidence requirements of each unit.

Will people without qualifications, other than the D units, still be able to assess?

Yes, until there is a change in the guidance or in legislation. Centres will be notified of any such change.

Why can't our candidates write their own observations?

Candidates are not permitted to write their own observations because this would only be a *reflective account*.

Assessors need to write the assessment of the observed performance. Assessors themselves need to be competent in the units they are assessing, qualified in assessment, and have sufficient time to undertake their role. See also the *NVQ Code of Practice* for further guidance. Assessors need to make the observation, draw judgements from the performance, and elicit any knowledge evidence from the practice that they have observed.

Will we need independent assessment in the new standards?

No. Awarding bodies will meet regularly with sector skills bodies to feed back the results from external verification and also to feed back responses from training centres concerning the NVQs. This quality measure will replace the requirement for independent assessment.

Transition Map for Edexcel Level 2, 3 and 4 NVQs in Children's Care, Learning and Development

Existing NVQ Titles	New NVQ Titles
Q1050011 – Edexcel Level 2 NVQ in Early Years Care and Education	Q5000199 – Edexcel Level 2 NVQ in Children's Care, Learning and Development
Q1050012 – Edexcel Level 3 NVQ in Early Years Care and Education	Q5000200 – Edexcel Level 3 NVQ in Children's Care, Learning and Development
<i>No Existing Provision</i>	Q5000201 – Edexcel Level 4 NVQ in Children's Care, Learning and Development