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| **Introduction to Preparing to work in schools**  Leading to:  **NCFE CACHE Level 1 Award in Preparing to Work in Schools**  (Courses are offered subject to viable numbers.) | |
| This course is for: | * Adult learners who are interested in developing knowledge and awareness of working in Schools. * Adult learners whowish to work in schools supporting pupils, whilst developing an understanding of the teaching and learning environment in a school setting. * Adults already working or volunteering in a school setting (this is not mandatory).   **As a prerequisite of the qualification, you will attend an introduction to working in schools workshop that leads to the qualification programme**. |
| What will I learn: | **Introduction workshop**  You will have the opportunity to discuss and set your individual learning targets with your tutor and discuss the support you might need to ensure you have an enjoyable and meaningful learning experience:   * develop an awareness of the types of educational settings in the United Kingdom * Show an understanding of the connection between children’s learning and their development * Demonstrate an understanding of how the health and well-being of children contribute to a positive learning experience.   **Level 1 Award in Preparing to Work in Schools**    Course content below is as specified on the NCFE CACHE specification.   * Understand schools as organisations * Understand how to keep children and young people healthy, safe and well * Understand how to communicate with children, young people and adults |
| You will have the opportunity to discuss and set your individual learning targets with your tutor and discuss the support you might need to ensure you have an enjoyable and meaningful learning experience |
| Knowledge and skills needed: | **This is a course for complete beginners and no prior subject knowledge or skills are required.**  You must be able to demonstrate that you have at least good literacy skills (equivalent to at least Level 1) as on this course you will need to:   * follow verbal and written instructions and work through them at your own pace * listen and join in group discussions * jot down notes to record relevant information * keep your work organised in a file * use a PC/laptop or tablet for research and to present your work as well as to access to our learning platform. |
| Materials needed: | At enrolment, you will need your NI number and proof of benefits (if applicable).  Your tutor will provide most of the learning resources, but you will need to come prepared to the lessons with an A4 pad; pen and folder or file to keep your work organised.  It will be an advantage, but not essential, if you have access to the internet at home to extend your learning. To access our virtual learning platform, you will need to have an email address and some basic IT skills, although your tutor will give you printed instructions to help you. |
| How will I learn: | Each session will consist of a dynamic tutor presentation followed by a range of interactive activities.  There will be plenty of revision and consolidation and learning will build on previous learning.  Your progress will be monitored through formal and informal assessment tasks and you will receive verbal and written feedback from the tutor to help you make good progress.  This course is externally accredited by NCFE-CACHE. As part of the accreditation criteria, you will be required to put together a folder of evidence which will include:   * Reflection on own practice in a real working environment * Written and pictorial information * Scenario or case study * Tasks set by tutor to check knowledge of learning outcomes. |
| Progression routes: | On completion of this course, learners can progress onto the Level 2 Award in Support Work in Schools and Colleges or the Level 2 Certificate in Supporting Teaching and Learning.  Ask your tutor for advice and a copy of the progression ladder.  SCLS offers a range of Functional Skills courses from Entry 1 up to Level 2 if you need to brush up your maths and English skills or require a qualification to support you with your career path.  Sefton @ Work will be able to provide independent information, advice and guidance to support you making informed choices for progression into further education, volunteering or employment. |