



openawards

Open Awards Level 3 Certificate in Forest School Programme Leadership (RQF)

Certificate (601/1727/8)



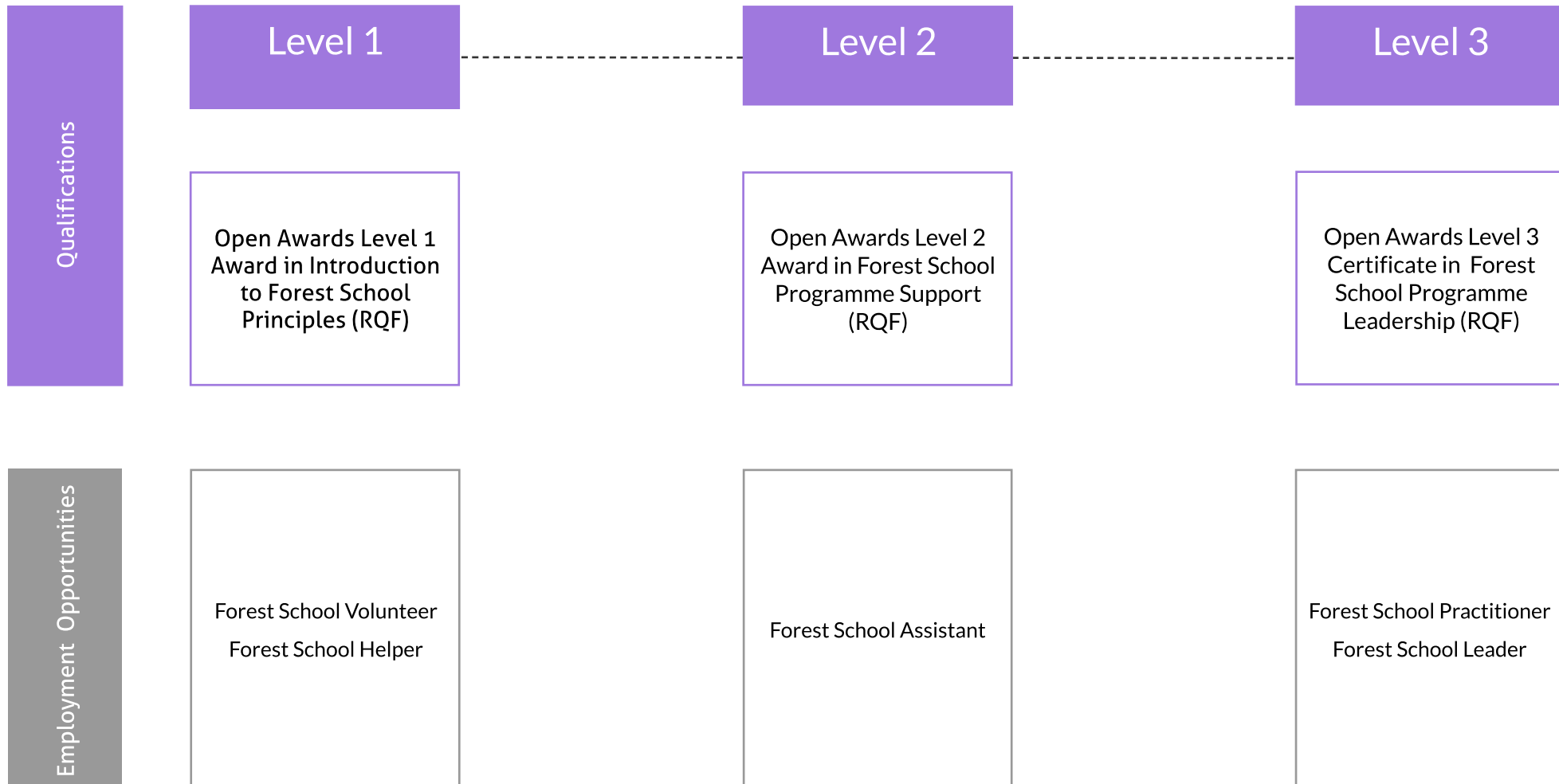
QUALIFICATION GUIDE

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Pathways to Employment

Forest Schools



About the Qualification

Title	Open Awards Level 3 Certificate in Forest School Programme Leadership (RQF)
QAN	601/1727/8
Sector	3. Agriculture, Horticulture and Animal Care
Level	Three
Funding	Please click here for more information
Pricing Information	Please click here for more information
Review Date	31/08/2020

Ofqual Purpose	C Prepare for employment
Ofqual Sub-Purpose	C2 Prepare for employment in a specific occupational area

Rules of Combination	
Certificate	
Credit Value of the Qualification:	18
Minimum Credits to be achieved at the Level of the Qualification:	18
Mandatory Units A	18 credits to be achieved

Total Qualification Time/Guided Learning	
Award	
Total Qualification Time (hours)	180
Guided Learning (hours)	96

Age Range and Restrictions:	
Pre -16	X
16 – 18	X
19+	✓
Any other restrictions specific to the qualification(s)	None

Any specified entry requirements
<p>This qualification is suitable for learners aged 19+. Please note, the minimum age for Forest School leaders is 21. This is a Forest School Association and Department for Education requirement.</p> <p>There are no specific prior achievements required. However, evidence of achievement at Level 2 may be an advantage.</p>

Recommended Assessment Method

The recommended assessment method is a Portfolio of evidence.

Candidates must provide sufficient evidence that they have the required knowledge, skills and understanding of the assessment criteria and that it is their own work. Types of evidence could include:

- a) Observation of performance
- b) Questioning (written or oral)
- c) Practical Activities
- d) Personal statements
- e) Project work
- f) Witness testimonies
- g) Group discussion
- h) Recognition of Prior Learning

Assessment practices must reflect [the Equality and Diversity Policy](#) of Open Awards. Reasonable adjustments may be required for individual learners to enable them to undertake assessments fairly.

Please see our [Access to Fair Assessment Policy](#), which includes our Reasonable Adjustments guidance, for applying for Access to Fair Assessment .

Other Qualifications in this suite

Open Awards Level 1 Award in Introduction to Forest School Principles (RQF)

Open Awards Level 2 Award in Introduction to Forest School Programme Support (RQF)

Purpose Statement

Open Awards Level 3 Certificate in Forest School Programme Leadership (RQF)

The primary purpose of these qualifications is to prepare you for employment in a specific occupational area. This level 3 qualification will provide you with the skills and knowledge required to plan and lead groups in Forest School programmes and activities. This qualification is part of a suite that the knowledge, understanding and skills needed for learners to take part in Forest School activities. They enable learners to experience the world beyond the classroom as an essential part of their learning and personal development, and have been designed in accordance with the guidance outlined in the Learning Outside the Classroom Manifesto 2006.



Who is it for?

This qualification is designed to meet the needs of those looking to progress into employment as a forest school leader, including:

- Teachers and teaching assistants
- Other professionals



What does this qualification cover?

To achieve the Certificate, you will need to complete 18 credits and commit to 180 hours of learning.

You will be required to complete 18 mandatory credits:

- Delivery of a Forest School Programme
- Forest School Programmes and the Woodland Environment
- Learning and Development at a Forest School Programme
- Planning a Forest School Programme
- Practical Skills for a Forest School Programme



What are the Entry Requirements?

This qualification is suitable for learners aged 19+. Please note, the minimum age for Forest School leaders is 21. This is a Forest School Association and Department for Education requirement. There are no specific prior achievements required. However, evidence of achievement at Level 2 may be an advantage.



What are the Progression Opportunities?

This qualification provides a mechanism for you to recognise and develop your skills and establish personal, learning and employment goals.

You may choose to progress onto a higher level learning, including:

- Foundation Degree in Environmental Conservation Management
- BSC Rural Land Management
- Forestry and Arboriculture qualifications

You may choose to progress onto further learning within education and teaching, including:

- Open Awards Level 3 Award in Education and Training (RQF)
- Open Awards Level 4 Certificate in Education and Training (RQF)



What are the Assessment Methods?

You will be required to produce evidence within the context of a Forest School Programme.

You will be required to complete a portfolio of evidence to achieve this qualification. Types of evidence included in your portfolio could include:

- Videos/photographs
- Reflective journals
- Questions/answers
- Worksheets
- Recorded discussions with your tutor



Who supports this qualification?

This qualification was developed with and is supported by training providers and Further Education Colleges, including The Wildlife Trust for Lancashire, Manchester and North Merseyside; Baskerville School; Beyond the Forest; and Silver Fox Training.

Qualification Units

Mandatory Units A

QAC Code	Unit Name	Credits	Level
K/616/6302	Forest School Programmes and the Woodland Environment	3	Level Three
H/616/6301	Delivery of a Forest School Programme	3	Level Three
M/616/6303	Learning and Development at a Forest School Programme	6	Level Three
T/616/6304	Planning a Forest School Programme	3	Level Three
A/616/6305	Practical Skills for a Forest School Programme	3	Level Three

Delivering this Qualification

Becoming a Centre

To deliver this qualification you must be a recognised Open Awards centre. For more information, [click here](#) or contact the team on 0151 494 2072

Already Recognised? How to Deliver

If you are already a recognised Open Awards centre, you can deliver this qualification by completing a [New Qualification Notification Form](#) via the Open Awards portal. For more information, see the [Centre Handbook](#), or contact the team on 0151 494 2072.

Registering Learners

Once you are ready to deliver this qualification, you will need to register your learners in line with the timescales below:

Short courses (15 weeks or less) within 25 working days of the course start date.

Full year long courses (over 15 weeks) within 60 working days of the course start date.

You will need to register your learners via the Open Awards portal. More information can be found in our [Centre Handbook](#).

Quality Assurance

Delivery of this qualification must be done so in accordance with Ofqual regulatory guidelines and in line with Open Awards' quality assurance processes. Please [see our website](#) for more information.

Centre Staff Requirements

It is expected that centres will have occupationally competent staff with relevant sector experience for their role in the delivery of the units/qualifications being offered.

Centres are responsible for ensuring that their staff are occupationally competent and have access to appropriate training and support. They are also responsible for notifying Open Awards of staff changes.

Assessment

Open Awards units and qualifications have been designed around the principle that the learner will build evidence towards the achievement of the assessment criteria over a period of time.

Each learner is required to build a portfolio of evidence to demonstrate that all the assessment criteria associated with each unit has been met.

Tutors and Assessors need to ensure that all evidence presented in a portfolio is:

Valid: it should be clearly demonstrating the knowledge or skills that are set out in the assessment criteria. It should be clearly the work of the learner.

Reliable: which means that it will in general, produce the same range of responses from learners, as long as they are used in similar circumstances and with similar groups of learners.

Inclusive: so that no individual learner is excluded from the opportunity to show their achievement because of their individual background or experience.

Assessors are required to review and assess all learner evidence and must be satisfied that

learners have achieved all learning outcomes and assessment criteria relating to the unit being assessed prior to deciding the learner has completed the unit. Assessors will also ensure that the evidence produced by the learner is their own work.

Assessors retain records (e.g. Feedback Sheets, Individual Progress Record, Group Progress Record) on behalf of the centre which are made available and used by the centre's internal verifier / AIV and Open Awards Quality Reviewer / External Verifier.

Verification and Standardisation

Verification is the process by which assessment decisions are confirmed. Centres delivering this qualification have a responsibility to conduct internal verification led by a trained internal verifier.

Centre approval compliance monitoring and External verification is carried out by Open Awards Quality Reviewers/External Verifiers who will confirm that the centre is assessing to standard and ensure that there are robust quality assurance systems embedded.

Further guidance on Internal Verification and Training Support for centres can be found on [our website](#)

Centres are required to contribute to national standardisation as requested by Open Awards and also to carry out appropriate internal standardisation. Open Awards offers Standardisation events that are held throughout the year. Such events will also provide an opportunity to identify and share best practice. Up to date details of training and standardisation events can be found on [our website](#)

Internal standardisation involves ensuring that, where there is more than one tutor/assessor delivering Open Awards provision or more than one site, internally set tasks and the outcomes of internal assessment are consistent across the range of courses.

Recognition of Prior Learning and Achievement (RPL)

RPL is a method of assessment (leading to the award of credit) that considers whether a learner can demonstrate that they can meet the assessment requirements for a unit through knowledge, understanding or skills they may already possess. RPL enables recognition of achievement from a range of achievements and experiences whether at work, home and at leisure and is acceptable for accrediting a unit, units or a whole qualification. Evidence of learning must be sufficient, reliable and valid.

Credit based qualifications enable learners to avoid duplication of learning and assessment through equivalences or exemptions. It is the responsibility of the centre to inform Open Awards at registration of any exemptions and/or equivalences for which a claim may be made. These claims will be subject to external verification by the Open Awards Quality Reviewer for the centre. For more information, please see our [Recognition of Prior Learning Policy](#).

Health and Safety

Due to the practical requirements of some of the units within this qualification, centres must ensure that appropriate risk assessments are in place for both the activities and individual learners to ensure the learners and staff safety throughout the course. As part of this, centres must ensure that learners and staff have access to appropriate clothing and personal protective equipment (PPE).

Appendices and Links

Appendix Name
Glossary of Terms
Malpractice and Maladministration Policy
Sanctions Policy
Standardisation Policy
Marketing Your Open Awards Course
Centre Handbook
Recognition of Prior Learning Policy and Procedures
Plagiarism Policy
Invoicing Policy
Equality and Diversity Policy
Customer Service Statement
Complaints Policy and Procedures
Enquiries and Appeals Policy and Procedures
Access to Fair Assessment Policy
Report of Suspected Malpractice (M1 Form)

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