



Certificate in Further Education Teaching
City & Guilds 7407 – Stage 3
Course Code: NCG003

The City & Guilds 7407 Certificate in Further Education Teaching is based on the FENTO (Further Education National Training Organisation) Occupational Standards, Stages One and Two. The certificate is designed for full-time and part-time teachers who are practising or starting out in post-16 education and training.

The course is an introduction to teaching skills and allows students to consider the 8 Key Areas of the FENTO standards and the underpinning values of reflective practice and ethics. Provides students with the ability to identify relevant theoretical sources and to critically analyse these to extend their knowledge and understanding.

Course Aims

The course builds upon the 8 Key Areas of the FENTO standards introduced in the Stage 1 of C&G 7407. The ability to select from a comprehensive range of relevant primary and secondary sources, including theoretical and research based evidence, to critically analyse and extend their knowledge and understanding.

Course Market

This course for those, currently teaching adults (full or part time) in Further and Adult Education, Community, Adult Education of Basic Skills.

Legislation introduced in 2001 requires that teachers new to further education have the minimum of a Level 4 teaching qualification.

Course Structure

All modules are compulsory

Stage - 3

- 119 – Assessing learners’ needs
- 120 – Planning learners programmes
- 121 – Accessing learning
- 122 – Developing teaching and learning techniques
- 123 – Managing the learning process
- 124 – Maintaining quality
- 125 – Providing learns with support
- 126 – Assessing the outcomes of learning and learners’ achievement
- 127 – Continuing professional development
- 128 – Working within a professional value base

Duration

This is a 24 week part-time day/evening course . The programme criteria is a minimum of 180 hours for study and practice, minimum study hours excluding tutorial and support time is 120 hours and required teaching practice is 60 hours. The hours stated are the minimum hours required for this course, students must assign self-study hours outside these stated hours.

Assessment

- City & Guilds 7407 course is assessed through observed teaching practice and preparation of a portfolio of coursework, which relates to your teaching.
- The assessment for Stage Three may be done unit by unit, but learning may be improved if a more integrated approach is taken. The assignments for units 119, 120, 122, 123, and 126 lend themselves to being linked together. Assignment 127 also ties in with these units.
- An 80% attendance is required for this course.
- 2 tutor observations and 1 observation by an experienced and qualified subject teacher.
- Coursework is assessed on a Portfolio Base.

Entry Requirements

- Candidates must have at least 60 hours teaching during the programme, access to a workplace teaching mentor, and be appropriately qualified in their teaching subject .
- Your Curriculum Vitae (CV) and a covering letter outlining your specialist subject area and the level taught at.
- Ideally you should hold a GCSE in English at C, a minimum of IELTS score 5.5 (though a score of 6 is preferred) or an equivalent qualification.

Exemptions

No exemptions granted.

Progression

On completion of this course, depending on the learners' goal, achievement and experience there are various progression routes available. Some of them are:

- Personal Development.
To meet your interest or training needs, such as: assessor and verifier awards, mentor award.
- Certificate in Education /Postgraduate Certificate in Education/Postgraduate Diploma in Higher Education
These awards are designed to meet the needs of those intending to teach in varied stages of education. The opportunity here is not just to study and prepare for teaching but explores a variety of career options.
- **Master Professional Diploma in Strategy and Development (Education and Training)**
This is a Higher Level Qualification No: 4445, which is assessed at an academic Level 7. This Master Professional Diploma is suitable for people who work in a variety of learning and development environments, particularly colleges, universities, training providers and schools. You can choose from units that look at, for example, the strategic environment, quality management and innovation, and the principles and practice of learning and assessment, as well as writing a research project. Assessment is by assignment. This qualification could enable progression onto a related Masters Degree programme, at a rating of 90 'M' credits.
- Masters in Education.
Every University has its own course curriculum. Some MA in Education, the area of specialisation within the dissertation will determine your award title, which may be either: Education, Educational Management, Guidance and Counselling Skills, Human Performance (approved in principle), Information Technology In Education, Primary Education, Secondary Education, Special Educational Needs.