



one step ahead in
health & social care

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one step ahead in health & social care

NVQ LEVEL 2 CHILDREN'S CARE, LEARNING & DEVELOPMENT

Who Should Participate:

Designed for those who work with children and young people aged 0 to 16. Level 2 is suitable for those that work as nursery assistants, crèche workers or special educational needs assistants in a supporting role.

Key Objectives:

To further careers in childcare.

Course content:

Participants need to gather a variety of evidence in a portfolio, primarily through direct observation in the workplace.

Participants will be required to complete six mandatory units and one optional unit.

Mandatory units:

- Contribute to Positive Relationships
- Help to Keep Children Safe
- Support Children's Development
- Use Support to Develop Own Practice in Children's Care, Learning and Development
- Prepare and Maintain Environments to Meet Children's Needs
- Support Children's Play and Learning

Optional units e.g.:

- Contribute to Positive Relationships
- Support Children's Development
- Support Children's Play and Learning

Course outcome:

NVQ Level 2 Children's Care, Learning & Development.

DURATION: 9 months to 1 year

COST: Cost depends on funding options

PROGRESSION ROUTE: NVQ Level 3 Children's Care, Learning & Development

NVQ LEVEL 3 CHILDREN'S CARE, LEARNING & DEVELOPMENT

Who Should Participate:

Designed for those who work with children and young people aged 0 to 16. Level 3 is suitable for those that work as childminders, day care supervisors or similar roles. You may have some supervisory responsibilities.

Key Objectives:

To further careers in childcare.

Course content:

Participants need to gather a variety of evidence in a portfolio, primarily through direct observation in the workplace.

Participants will be required to complete five mandatory units and four optional units.

Mandatory units:

- Develop and Promote Positive Relationships
- Develop and Maintain a Healthy, Safe and Secure Environment for Children
- Promote Children's Development
- Reflect and Develop Practice
- Protect and Promote Children's Rights

Optional units e.g.:

- Reflect on and Develop Practice
- Promote Children's Development
- Protect and Promote Children's Rights

Course outcome:

NVQ Level 3 Children's Care, Learning & Development.

DURATION: 9 months to 1 year

COST: Cost depends on funding options

PROGRESSION ROUTE: NVQ Level 4 Children's Care, Learning & Development



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NVQ LEVEL 2 HEALTH & SOCIAL CARE

Who Should Participate:

Those who work with individuals to support and assist them with their physical or emotional care, daily living needs or maintaining their independence.

Key Objectives:

To develop care skills, knowledge and practice.

Course content:

Participants need to gather a variety of evidence in a portfolio, primarily through direct observation in the workplace.

Participants will be required to complete four mandatory units and four optional units.

Four mandatory units:

- Communicate with and Complete Records for Individuals
- Support the Health and Safety of Yourself and Individuals
- Develop Your Knowledge and Practice
- Ensure Your Own Actions Support the Care, Protection and Wellbeing of Individuals

Two optional units relating to the participant's job role e.g.:

- Help Individuals to be Mobile
- Support Individuals with Personal Care

Course outcome:

NVQ Level 2 in Health & Social Care.

DURATION: 9 months to 1 year

COST: Cost depends on funding options

PROGRESSION ROUTE: NVQ Level 3 Health and Social Care. Promotion to senior care worker within employment

NVQ LEVEL 3 HEALTH AND SOCIAL CARE

Who Should Participate:

Those who work mainly as a key worker or at supervisory level with individuals to support and assist them with their physical or emotional care, daily living needs or maintaining their independence.

Key Objectives:

To develop care skills, knowledge and practice.

Course content:

Participants need to gather a variety of evidence in a portfolio, primarily through direct observation in the workplace.

Participants will be required to complete four mandatory units and four optional units.

Mandatory units:

- Promote Effective Communication for and About Individuals
- Promote, Monitor and Maintain Health, Safety and Security in the Working Environment
- Reflect on and Develop Your Practice
- Choice, Well-Being and the Protection of All Individuals

Optional units e.g.:

- Contribute to Care Planning and Review
- Support Individuals with Specific Communication Needs

Course outcome:

NVQ Level 3 Health & Social Care.

DURATION: 9 months to 1 year

COST: Cost depends on funding options

PROGRESSION ROUTE: NVQ Level 4 Health & Social Care



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NVQ LEVEL 4 HEALTH AND SOCIAL CARE

Who Should Participate:

Anyone who manages and delivers care in support of others and who wishes to become a registered Care Home Manager.

Key Objectives:

To recognise the skills and competences of participants in the workplace and offer the opportunity for carers to achieve a nationally recognised qualification.

Course content:

Participants need to gather a variety of evidence in a portfolio, primarily through direct observation in the workplace.

Participants need to complete four mandatory units and four optional units.

Mandatory Units:

- Use and Develop Methods and Systems to Communicate, Record and Report
- Contribute to the Development and Maintenance of Health and Safe Practice in the Working Environment
- Take Responsibility for the Continuing Professional Development of Self and Others
- Develop Practices Which Promote Choice, Well Being and Protection of All Individuals

Optional units e.g.:

- Manage and Maintain Records and Report
- Contribute to the Development of Organisational Policy and Practice

Course outcome:

NVQ Level 4 in Health and Social Care.

DURATION: 1 to 2 years

COST: Cost depends on funding options

PROGRESSION ROUTE: Higher Education programmes

NVQ LEVEL 4 REGISTERED MANAGERS AWARD

Who Should Participate:

Anyone who manages and delivers care in support of others and who wishes to become a registered care home manager and does not have current professional qualifications e.g. registered nurse, diploma in social work.

Key Objectives:

To help managers prepare and meet the regulatory requirements and national minimum standards in adult care services. The award recognises these skills as care home managers.

Course content:

Participants need to gather a variety of evidence in a portfolio, primarily through direct observation in the workplace.

Participants need to complete four mandatory units and six optional units.

Mandatory Units:

- Develop, Maintain and Evaluate Systems and Structures to Promote the Rights, Responsibilities and Diversity of People
- Manage a Service Which Meets the Best Possible Outcomes for the Individual
- Manage the Use of Financial Resources
- Manage the Performance of Team and Individuals

Optional units e.g.:

- Manage Activities
- Manage People and Other Resources

Course outcome:

NVQ Level 4 Registered Managers Award.

DURATION: 1 to 2 years

COST: Cost depends on funding options

PROGRESSION ROUTE: Higher Education programmes



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FOUNDATION DEGREE IN EARLY YEARS

Who Should Participate:

This programme, developed in conjunction with the University of Warwick, has been designed to meet the professional needs of employees in the Early Years sector. Participants should already be employed in the Early Years sector (teaching assistants, nursery nurses in Early Years Care & Education, play-work, and others) and employer support and involvement is essential.

Key Objectives:

An opportunity for those working with young children in an educational/childcare setting to develop their professional understanding, knowledge and skills whilst still working.

Course content:

The Foundation Degree consists of credited work-based experience and taught elements. These may include:

Level 1

- Study Skills and ICT
- How Children Learn and Develop
- Stories and Story Telling
- Working with Parents and Other Professionals
- Special Educational Needs and Inclusion
- Supporting Children's Learning in Foundation Stage
- Accreditation of Prior Experiential Learning

Level 2

- Children's Rights and Child Protection in Early Years Settings
- Workplace Based Project
- Supporting Children's Personal, Social and Emotional Development in the Early Years
- Supporting Children's Learning in Key Stage 1
- Using Information and Communication Technology to Support Children's Learning and Development
- Early Years Policy, Practice and Decision-Making
- Assessing Children's Learning in the Early Years

Course outcome:

This programme will enhance career prospects for those who work with young children, for example, by providing the basis for an alternative route into teaching or other careers involving work with young children and families.

DURATION: Three years on a part-time basis

COST: Cost depends on funding options

PROGRESSION ROUTE: BA in Childhood Studies, Post Graduate Certificate in Education (PGCE)



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FOUNDATION DEGREE IN COMPLEMENTARY APPROACHES TO HEALTH – AROMATHERAPY & REFLEXOLOGY

Who Should Participate:

Level 3 qualified practitioners, who wish to broaden, enhance and upgrade their knowledge base in other related aspects of complementary therapies at an appropriate Higher Education academic level.

Health & Caring professionals who wish to obtain Complementary Healthcare practitioner skills in Aromatherapy and Reflexology e.g. palliative care, community, older people, health visitors, midwives, mature people wishing to diversify.

18+ year olds who wish to gain Higher Educational recognition and achievement in Complementary Healthcare practice within areas of professional healthcare.

Key Objectives:

To acquire and develop essential knowledge and practitioner skills.

To acquire Practitioner status and memberships with IFPA and AOR.

To enable progression onto BSc in Complementary Therapies (top up).

Course content:

- Underpinning Essential Theory and Practitioner Development in Both Pathways - Aromatherapy and Reflexology
- Professional Practitioner Skills in Business and Legislation
- Health & Safety at Work
- Ethics and Client Accountability
- Interpersonal Skills
- Related Anatomy and Physiology and Pathophysiology
- Enhancement Modules - Body Energetics
- Awareness of Counselling Approaches
- Health & Wellbeing

- Skills in Critical Appraisal
- Diet And Lifestyle
- Socio-Economic Factors

Course outcome:

- Practitioner skills in Aromatherapy and Reflexology
- Membership opportunity for Association of Reflexology (AOR) and International Federation of Professional Aromatherapists (IFPA)
- First Aid Certificate
- Practice focused with appropriate theoretical underpinning
- Pathway to BSc (Hons) Complementary and Integrated Healthcare - Aromatherapy and Reflexology
- Integration of Complementary Therapies in the Healthcare setting

DURATION: 2 years

COST: Cost depends on funding options

PROGRESSION ROUTE: BSc in Complementary Therapies



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NVQ LEVEL 2 TEACHING ASSISTANTS

Who Should Participate:

Newly-appointed teaching assistants working under the guidance of a classroom teacher.

This NVQ is suitable for teaching assistants in any stage of education from reception to post-16 and in any type of mainstream or special school. The position must provide the opportunity to be involved in the following types of activity:

- Support of teachers in the organisation of a learning environment and maintenance of records
- Assistance with the care and support of pupils
- Support of learning activities

Key Objectives:

To develop your knowledge and understanding, as well as experience, in how to support learners.

Course content:

Four mandatory units:

- Help with Classroom Resources
- Help with the Care and Support of Pupils
- Provide Support for Learning Activities
- Provide Effective Support for Your Colleagues

Three optional units e.g.:

- Support Literacy and Numeracy Activities in the Classroom
- Contribute to the Management of Pupil Behaviour
- Support the Maintenance of Pupil Safety and Security
- Support the Use of ICT in the Classroom

Course outcome:

NVQ Level 2 Teaching Assistants qualification.

DURATION: 9 months to 1 year

COST: Cost depends on funding options

PROGRESSION ROUTE: NVQ Level 3 Teaching Assistants

NVQ LEVEL 3 TEACHING ASSISTANTS

Who Should Participate:

Experienced teaching assistants with some autonomy in their work role and/or have responsibility for a varied range of pupil-based activities.

This NVQ is suitable for teaching assistants in any stage of education from reception to post-16 and in any type of mainstream or special school. The position must provide the opportunity to be involved in the following types of activity:

- Contribution to the management of pupil behaviour
- Establishment and maintenance of relationships with individual pupils and groups of pupils
- Support of pupils during learning activities
- Support of teachers in the organisation of a learning environment and maintenance of records

Key Objectives:

To develop detailed and specialist knowledge in supporting learners.

Course content:

Four mandatory units:

- Contribute to the Management of Pupil Behaviour
- Establish and Maintain Relationships with Individual Pupils and Groups
- Support Pupils During Learning Activities
- Review and Develop Your Own Professional Practice

Six optional units e.g.:

- Assist in Preparing and Maintaining the Learning Environment
- Contribute to Maintaining Pupil Records
- Help Pupils Develop their Literacy Skills
- Help Pupils Develop their Numeracy Skills
- Develop and Maintain Working Relationships with Other Professionals
- Liaise Effectively with Parents

Course outcome:

NVQ Level 3 Teaching Assistants qualification.

DURATION: 9 months

COST: Cost depends on funding options