



# Focus Awards Level 3 Diploma for the Children's Workforce (Early Years Educator) (RQF)

601/8715/3

Focus Awards, Silicon House, Farfield Park, Manvers,  
Rotherham, S63 5DB

## Qualification Summary

### Key Information

Level	Sector	Qualification Type
3	Child Development and Well-being	Occupational
Total Qualification Time	Credit Value	Guided Learning Hours
620	62	367
Status	Methods of Assessment	Minimum Age
Available to learners	Portfolio of evidence	16



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# Focus Awards Level 3 Diploma for the Children's Workforce (Early Years Educator) (RQF)

QRN: 601/8715/3

GLH: 367

TQT: 620

Credit: 62

## Qualification Purpose:

The Focus Awards Level 3 Diploma for the Children's Workforce (Early Years Educator) (RQF) is aimed at learners, working, or wishing to work in early years education and care. The qualification develops the knowledge and skills required to work with children from birth to 5 years together with an understanding of the expected development of children aged to 5 to 7 years. The Focus Awards Level 3 Diploma for the Children's Workforce (Early Years Educator) (RQF) will also provide a broad background understanding of the early learning workforce sector and an introduction to the practical skills and knowledge required to provide an awareness of the range of jobs and work settings in the early learning sector.

## Age ranges

Entry is at the discretion of the centre. However, learners should be aged 16 to undertake this qualification

## Geographical Coverage

This qualification is available in England and Northern Ireland.

## Learner Entry Requirements

Focus Awards does not set any other entry requirements, but additional criteria may be requested or specified by the centre.

## Reasonable Adjustments

Please refer to the Focus Awards 'Reasonable Adjustments and Special Considerations Policy'. A copy is available for download from the Focus Awards website at the following url:

<https://www.focusawards.org.uk/wp-content/uploads/2016/08/Reasonable-Adjustments.pdf>



## Assessment Methods

This qualification is Internally Assessed. Each learner must create a portfolio of evidence that demonstrates achievement of all the learning outcomes and assessment criteria associated with each unit.

The main pieces of evidence for the portfolio could include some or all of the following:

- Assessor observation
- Witness testimony
- Learner product
- Worksheets
- Assignments/projects/reports
- Record of oral and written questioning
- Learner and peer reports
- Recognition of prior learning (RPL)

## Progression Routes

Learners wishing to progress from this qualification can undertake the following qualifications:

- Focus Awards Level 5 Diploma in Leadership and Management (RQF)
- Focus Awards Level 5 Diploma in Leadership for Health and Social Care and Children and Young People's Services (England) (RQF)
- Foundation Degree in Early Years or Early Years Care and Education

## Supporting Material and Useful Websites

- <https://focusawards.org.uk/supportingmaterials>
- <https://ofqual.gov.uk>



## Qualification Structure

In To successfully achieve the Focus Awards Level 3 Diploma for the Children's Workforce (Early Years Educator) (RQF) learners must complete all 17 mandatory units below, achieving a total of 62 credits.

### Mandatory Units

Unit Title	Unit Reference	Level	Credit	Guided Learning Hours
Understand child development	R/506/9343	3	8	50
Support the holistic development of children	Y/506/9344	3	3	19
Safeguarding and child protection in early years	K/506/9347	3	4	25
Promote the health, safety, and welfare of young children	T/506/9349	3	4	18
Support the health, wellbeing, and physical care needs of children in early years settings	T/506/9352	3	4	26
Equality, diversity, and inclusion in early years settings	F/506/9354	3	3	17
Support positive behaviour in children	J/506/9355	3	3	15
Support children with additional support needs	D/506/9345	3	4	22
Support attachment when working with children in early years settings	H/506/9346	3	3	20
Support children through transitions	M/506/9348	3	3	17
Plan, lead and evaluate purposeful play activities to support children's learning and development	K/506/9350	3	4	25
Support the development of reading, literacy, and mathematical skills in early years settings	M/506/9351	3	3	18
Extending children's learning and thinking in early years settings	A/506/9353	3	2	9
Assessment and observation in early years settings	L/506/9356	3	4	26
Recording, storing, reporting, and sharing information in early years settings	R/506/9357	3	2	12
Working in partnership with colleagues, professionals, and key individuals in early years settings	Y/506/9358	3	5	30
Continuing professional development in early years education	D/506/9359	3	3	18

# Staff Requirements

## Requirements for Tutors/Instructors

Tutors delivering the qualification will be required to hold or be working towards a teaching qualification. This may include qualifications such as the Levels 3, 4 or 5 in Education and Training, or a Certificate in Education. Focus Awards will however; consider other teaching qualifications upon submission. Tutors must also be able to demonstrate that they are occupationally competent within the sector area.

## Requirements for Assessors

Assessors will be required to hold, or be working towards a relevant assessing qualification. This includes qualifications such as:

- Level 3 Award in Assessing Competence in the Work Environment
- Level 3 Award in Assessing Vocationally-Related Achievement
- Level 3 Certificate in Assessing Vocational Achievement

Focus Awards will however; consider other relevant assessing qualifications upon submission. Assessors who only hold the Level 3 Award in Understanding the Principles and Processes of Assessment will be required to complete an additional programme of study to achieve the relevant competency units required for one of the qualifications listed above.

Trainee assessors who do not hold an assessment qualification will require their decisions to be countersigned by a suitably qualified assessor.

Assessors must also be able to show they are occupationally competent within the sector area

## Requirements for Internal Quality Assurers (IQA)

Internal Quality Assurers should hold or be working towards the following an IQA qualification. This may include qualifications such as the V1 (previously D34), or the Level 4 Award in the Internal Quality Assurance of Assessment Processes and Practice. Focus Awards will however; consider other relevant IQA qualifications upon submission. Trainee IQAs who do not hold an IQA qualification will require their decisions to be countersigned by a suitably qualified IQA. IQAs must be able to demonstrate occupational competence.