

# Early Years Educator

Level 3 | Duration: 18 months + 3 months in Gateway

Cost: £7,000

## PROGRAMME SUMMARY

This apprenticeship programme for the Early Years Educator will be delivered through one-on-one learning and online study. Throughout the programme, the individual's skills development is central to all practice and therefore the programme focusses on industry skills that can be applied to practice and in future roles.

Planned observations will take place regularly throughout the programme, with clear objectives set so that the learner's skill development matches holistic best practice. These observations will be supported with evidence needed for the end point assessment (EPA).

Off-the-job learning and independent study, including modules on OneFile, provides opportunities to work in different age ranges to develop all round skills that can be applied to future opportunities. Links with the wider environment or community are encouraged – for example, making links and building relationships with feeder schools will benefit the learner through strengthened professional relationships.

This programme would be ideal to those looking to pursue a career in or settings similar to private day nurseries, pre-schools, reception classes, childminding services and children's centres where delivering the Early Years Foundation Stage (EYFS).

## QUALIFICATIONS ACHIEVED

Level 3 Early Years Educator Standard

## WHO IS SUITABLE?

This programme is suitable for practitioners working in a supervisory capacity\* with children from birth to five years.

A key person in an early years setting who has responsibility for observing, assessing and planning

for development and learning in line with the EYFS framework.

\*Supervisory capacity: Working without direct supervision, taking responsibility for leading activities and experiences.

## ENTRY REQUIREMENTS

Applicants must have good knowledge of child development, safeguarding, health and safety and the EYFS framework required.

Initial assessment in English and maths to show working at Level 1 (minimum).

In secure employment actively working in a key person role.

IT access, including access to the internet and a device to use to access online learning courses and produce assignments via an electronic portfolio (OneFile). Access will be required in the workplace and in the learners own time.





### OCCUPATIONAL DUTIES

The below occupational duties are covered throughout programme by supporting the knowledge, skills and behaviours necessary to achieve EPA.

- **Duty 1** Support children's learning and development through applying knowledge of pedagogy and the observation, assessment, and planning cycle.
- **Duty 2** Develop secure and supportive relationships with children and families as the key person for children in their care, advocating for those children.
- **Duty 3** Provide respectful and responsive physical and emotional care to children, promoting health and wellbeing.
- **Duty 4** Work with key individuals in children's lives (for example parents, families, and carers) to improve all children's outcomes and wellbeing.
- **Duty 5** Work in partnership with other organisations and agencies to support children's learning, development, health and wellbeing.
- **Duty 6** Support the implementation of change to improve practice.
- **Duty 7** Initiate and engage in continuous professional development, underpinned by reflective practice.
- **Duty 8** Ensure compliance with child protection and safeguarding legislation, policies, and procedures.
- **Duty 9** Work in ways that promote and support equality, diversity, and the inclusion of all children, respecting their social and cultural context.
- **Duty 10** Ensure compliance with Health and Safety legislation, policies, and procedures.
- **Duty 11** Use technology to record and update information for example observations, assessments, reports, risk assessments, and safeguarding concerns.
- **Duty 12** Promote and engage in children's play. Support all children to create and adapt the environment to reflect their interests and enable their learning and development.
- **Duty 13** Ensure legal requirements of statutory frameworks are met within policy, procedure, and practice.

### EMPLOYER RESPONSIBILITIES

Your responsibility as an employer is to support your apprentice throughout their apprenticeship. You should ensure you have allocated a mentor, which could be their Line Manager. The mentor would be their key support person who will motivate the apprentice, ensure they are engaged and help to drive progression.

This will ensure all learning and assessments are completed by the practical planned end date. Once the learning is completed you will support the apprentice during their gateway period through to End Point

Assessment. You are required to adhere to the key responsibilities below.

#### Key responsibilities:

- Be aware of and have an understanding of the knowledge, skills and behaviours within the apprenticeship standard and any mandatory qualifications
- Take part in bi-monthly progress reviews
- Ensure that apprentices can complete their planned Off the Job activities
- To give the apprentice opportunity to evidence progress and active learning monthly
- Allow the apprentice time to attend English and maths training, if not already achieved previously, which is additional to the off the job hours. A variety of delivery models are available depending on the apprentices starting point, e.g. 2 weekly blocks or weekly sessions
- Use OneFile to track your apprentice's progress

### END POINT ASSESSMENT

#### Observation with questioning

In the observation with questions, an independent assessor observes the apprentice in their workplace and asks questions. The apprentice completes their day-to-day duties under normal working conditions. Simulation is not allowed. It gives the apprentice the opportunity to demonstrate the KSBs mapped to this assessment method.

Apprentices must provide the independent assessor with a teaching information pack to provide context for the apprentice's observation at least five days before the observation with questioning.

The total duration of the observation with questioning assessment method is 1 hour and 20 minutes and the time for questioning is included in the overall assessment time. The total time for the observation element is 50 minutes. The time allocated for questioning is 30 minutes. The independent assessor must ask at least 5 questions.

#### Professional discussion underpinned by a portfolio of evidence

In the professional discussion, an independent assessor and apprentice have a formal two-way conversation. It gives the apprentice the opportunity to demonstrate the KSBs mapped to this assessment method.

The apprentice can refer to and illustrate their answers with evidence from their portfolio of evidence

The professional discussion must last for 90 minutes. The independent assessor can increase the time of the professional discussion by up to 10%. This time is to allow the apprentice to respond to a question if necessary.

The independent assessor will ask at least 10 questions

### OFF JOB TRAINING

Off the job training is a critical and important element within the apprenticeship. Apprentices must complete the minimum requirement for the off the job training. The requirement is to complete a minimum of 6 hours per week or the equivalent over the practical learning duration (20% of capped 30 working hours).

Off the job training must deliver new skills and knowledge that are directly relevant to the apprenticeship standard and can include:

- Teaching of theory via blended delivery methods
- Practical training
- Work shadowing
- Supported learning and time spent writing any assignments/questions



# GET IN TOUCH

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