



Bespoke Consultancy & Education Ltd



Apprenticeships



PROGRAMME GUIDE

LEVEL 2 APPRENTICESHIP

EARLY YEARS PRACTITIONER

Funded by



Education & Skills
Funding Agency

Awarded by

NCFE

CACHE

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OCCUPATIONAL PROFILE

EARLY YEARS PRACTITIONER

This occupation is found in a range of private and public settings including; full day care, children's centres, pre-schools, reception classes, playgroups, nursery schools, home based provision, hospitals, social care settings, out of school environments and local authority provision to deliver the Early Years Foundation Stage (EYFS) requirements set by government for the learning, development and care of children from birth to 5 in both indoor and outdoor environments.

The broad purpose of the occupation is to work and interact directly with children on a day to day basis supporting the planning of and delivery of activities, purposeful play opportunities and educational programmes within the ethos of the setting. An EYP works as part of a professional team ensuring the welfare and care for children under the guidance and supervision of an Early Years Educator, teacher or other suitably qualified professional the Early Years Workforce.

In their daily work, an employee in this occupation interacts with parents, children, colleagues and wider multi agency professionals and partners such as health visitors, social workers and speech and language therapists. Individuals will undergo all checks as per the EYFS requirements to ensure suitability to work with children. Due to the nature and level of responsibility it is not anticipated that the role would have any budgetary or leadership responsibilities.

They will be responsible for supporting child initiated and adult led activities based around the needs and interests of each individual child, supporting children's learning through planned, purposeful play opportunities and educational programmes and working as part of a team to ensure each child feels safe and secure. An EYP will also support the observation and assessment of each child and contribute to their learning experiences and assist with the care needs of the individual child such as teeth, skin, hair, feeding, changing nappies and toileting under direction of a more senior member of the team.

They will also work in partnerships with other colleagues, parents and/or carers or other professionals, with support from a more senior member of the team, to meet the individual needs of each child. They will also have a responsibility for ensuring that they recognise when a child is in danger and/or at risk of serious harm or abuse and contributing to the health and safety of the children, staff and others on the premises.

JOB ROLE SUITABILITY

It is crucial for the employer to assess the suitability of the job role for the candidate to successfully complete their apprenticeship programme.

Job titles might include:

- **Assistant Childminder**
- **Early Years Practitioner**
- **Nanny and Early Years Worker**
- **Nursery Assistant**
- **Nursery Nurse**
- **Nursery Practitioner**



SKILLS SCAN

Learner and employer will go through Skills Scan as part of the apprenticeship onboarding process. This process help the learner and others to understand the starting position. This includes a significant commitment by the employer to provide the right experience in the learner's job and in-work training.

ENTRY REQUIREMENT

To qualify for an apprenticeship, you must meet the following criteria:

- Level 2 English and Maths, or equivalent
- be aged 16+ at the time of enrolment
- be a UK or European Economic Area (EEA), or have lived in the UK or EEA for the past three consecutive years
- not already be in full-time education at the point of enrolment
- not already hold a qualification at the same level or above in the same area that you wish to study

BLENDED LEARNING APPROACH

BCE deliver a blended learning approach through a combination of self-paced learning, self-research, live online and face-to-face learning sessions, projects and competency development through the required off-the-job training.

OFF-THE-JOB TRAINING

At BCE we work with you, the employer, to design a bespoke learning experience for your employees. It is imperative that we sit together to plan out the journey.

It is a funding requirement that all apprentices receive their paid working hours 'Off The Job' training to enhance and embed their knowledge. This is an opportunity for you to evaluate your current learning plan for your staff and make amendments to improve their learning.

Off-the-job training must be directly relevant to the apprenticeship. It can include the following:

- the teaching of theory (for example, lectures, role playing, simulation exercises, online learning, and manufacturer training)
- practical training, shadowing, mentoring, industry visits, and participation in competitions
- learning support and time spent writing assessments or assignments.

Off-the-job training does NOT include:

- training to acquire knowledge, skills and behaviours that are not required in the standard or framework
- progress reviews or on-programme assessment required for an apprenticeship framework or standard
- training which takes place outside the apprentice's normal working hours.

LEARNER SUPPORT



Safeguarding

Safeguarding is an important aspect of your role as a professional and yourself as a learner. Safeguarding duties and responsibilities apply to both adult and children who have care and support needs, are experiencing, or at risk of abuse or neglect and are unable to protect themselves.



Prevent

Prevent is a government counter-terrorism strategy and aims to safeguard vulnerable people. At BCE, we educate our staff and learner about the five British values: democracy, rules of law, individual liberty, mutual respect, and tolerance of different faiths and beliefs.



Wellbeing

Your wellbeing is important. We can support with any specific learning, please raise this with your tutor. If you have concerns regarding your wellbeing we can implement a support plan and identify key strategies to help.



Can we talk?

If you have any concerns about safeguarding for yourself or others please contact Lizzie Gregory, the designated safeguarding lead by emailing to safeguarding@bcelearn.co.uk

LEARNER JOURNEY



Getting You Started

Induction Session

Month 1 - 12

On Programme Learning

The apprentice will be expected to complete the 14 mandatory diploma units. Refer next page for modules.

Month 13 - 18

End-point Assessment

Preparation of EPA. The apprentice will undergo several assessments over a set period of time, which will be led and graded by the End-Point Assessor who is independent to the training provider.



Qualification is awarded.

QUALIFICATION SUMMARY

Title

NCFE CACHE Level 2 Diploma for the Early Years Practitioner

Duration

12 months (excluding EPA)

Qualification Number

603/3723/0

Aim

The aim of this qualification is to provide learners with the knowledge and understanding of babies and young children from birth to seven years of age with applied knowledge in the early years, 0-5 years. The qualification content meets the Department for Education's (DfE) Level 2 full and relevant criteria for a Level 2 Early Years Practitioner in the workforce.

Upon successful completion of this qualification, learners can enter the workforce as a qualified Level 2 Early Years Practitioner or continue to study for a Level 3 Diploma holding Early Years Educator status.

Purpose

C. Prepare for employment
C2. Prepare for employment in a specific occupational area

Minimum age of learner

16

Total Guided Learning (Hours)

293

Total Qualification Time (Hours)

370

Age ranges covered by the qualification

This qualification prepares learners to work with children from birth to five years, with knowledge of children up to seven years.

Real work environment (RWE) requirement/ recommendation

250 recommended placement hours.

Rules of Combination

To gain this qualification, learners must achieve a total of 37 credits from all 14 mandatory units.

Assessment Methods

All units will be internally assessed using a range of methods. Knowledge-based outcomes can be assessed using non-mandatory assessment tasks (provided in this specification for Tutors' convenience). Skills-based outcomes must be achieved with reference to a real work environment and must include direct observation within the workplace

Grading System

Achieved / Not Yet Achieved

Credit Value

37

MODULES

To gain this qualification, the learner will need to achieve the following 14 mandatory units.

Unit ref.	Unit no.	Unit title	Unit type	Level	Credit	GL
R/617/2630	EYP 1	Roles and responsibilities of the Early Years Practitioner	Knowledge/ Skills	2	2	20
Y/617/2631	EYP 2	Health and safety of babies and young children in the early years	Knowledge/ Skills	2	3	21
D/617/2632	EYP 3	Equality, diversity and inclusive practice in Early Years Settings	Knowledge/ Skills	2	2	21
H/617/2633	EYP 4	Safeguarding, protection and welfare of babies and young children in Early Years Settings	Knowledge/ Skills	2	3	24
K/617/2634	EYP 5	Understand how to support children's development	Knowledge	2	4	30
M/617/2635	EYP 6	Support care routines for babies and young children	Knowledge/ Skills	2	3	20
T/617/2636	EYP 7	Support the planning and delivery of activities, purposeful play opportunities and educational programmes	Knowledge/ Skills	2	4	30
A/617/2637	EYP 8	Promote play in an Early Years Setting	Knowledge/ Skills	2	3	24
F/617/2638	EYP 9	Support well-being of babies and young children for healthy lifestyles	Knowledge/ Skills	2	2	16
J/617/2639	EYP 10	Support babies and young children to be physically active	Knowledge/ Skills	2	2	15
L/617/1993	EYP 11	Support the needs of babies and young children with Special Educational Needs and Disability	Knowledge/ Skills	2	2	20
F/617/2641	EYP 12	Promote positive behaviour in Early Years Settings	Knowledge/ Skills	2	2	15
J/617/2642	EYP 13	Partnership working in the early years	Knowledge/ Skills	2	2	15
L/617/2643	EYP 14	Support the needs of the child in preparing for school	Knowledge/ Skills	2	3	22

QUALIFICATION EARNED

Upon successful completion of this apprenticeship, the apprentice will be awarded the following:



NCFE CACHE Level 2 Diploma for the Early Years Practitioner



Early Years Practitioner Apprenticeship Standards



Functional Skills in Maths and English Level 1 (if applicable)

CAREER PROGRESSION

The early years practitioner role will have the opportunity to progress on to the Level 3 Early Years Educator.



HOW CAN WE HELP?

Feel free to contact us by email or telephone. Alternatively, you can complete our contact form on our website and we will be sure to get back to you as soon as possible.

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