



14-19 reform:

an overview of the support available





Welcome to 14–19 Workforce Support

This new programme builds on the success of last year’s Diploma support programme and will continue to provide training and ongoing development to practitioners, support staff and those involved in information, advice and guidance.

This brochure is designed to introduce you to the support on offer from us and from other organisations for the four learning routes. In addition you will find details of other support programmes for areas such as functional skills and useful links to awarding organisations and Diploma Development Partnerships.

We aim to provide you with personalised and adaptable support as you begin planning for the Diploma through to full implementation and beyond.

It offers you a package of tailored support that accommodates everyone – from those with little or no knowledge in the area to those with advanced skills. The support will build capacity in your area and allow you to learn from your colleagues.

We wish you the very best of luck with your journey through 14–19 reforms.

Introduction to the four learning routes

There are many changes in education and qualifications happening now and many of you will already be involved in implementing these changes. The 14–19 year olds of the future will have access to four main learning routes.

- **The Diploma.** By 2013 every young person across the country will have a choice of 17 Diploma lines of learning.
- **General qualifications.** Updated GCSE and A level qualifications are in place now. Further reforms will take place including the introduction of the Extended Project qualification.
- **Apprenticeships.** These are being offered in new sectors and occupations for those over 16. A Young Apprenticeships pilot is currently taking place.
- **Foundation Learning.** After a successful pilot, Foundation Learning will be available from 2010 to ensure that those learners at entry level and level 1 will be able to progress.

14–19 Workforce Support provides support for anyone delivering the 14–19 reforms. The programme and website bring together Diploma Support, the General Qualifications Support Programme and support for Foundation Learning, with signposts to support for Apprenticeships. To find out more please go to www.14-19support.org

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14–19 Workforce Support

Diploma Support

All Diploma consortia delivering any of the 14 Diploma lines of learning from September 2010 can access Diploma Support. It is a package of free face-to-face support and development and online features and resources that can be narrowed down and refined to meet your consortium's needs.

The support is flexible but could cover Diploma teaching and learning, industry-based workshops and coaching skills and techniques for line leads and 14–19 reform curriculum leads. It also looks at areas such as Diploma assessment, curriculum planning and information, advice and guidance. Remember that there are also free online resources and communities at www.diploma-support.org – use them in combination with the face-to-face modules, to access all the support you need.

Information, advice and guidance (IAG)

Information, advice and guidance aims to enable young people to make decisions about their future and to progress successfully through learning and into work. Supporting young people through decisions and transitions is a significant part of the role of anyone working with learners in the 14–19 age range.

You can access IAG resources, an online IAG community and a team of IAG experts delivering face-to-face, email and phone support to 14–19 consortia and the wider workforce through 14–19 Workforce Support.

See www.diploma-support.org/iag for more details.

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Foundation Learning Support

Your local authority (LA) can access a range of support, depending on whether or not it is already taking part in the Foundation Learning pilot or is working towards delivering some Foundation Learning provision from September 2010. Each LA that is involved in the pilot will direct the support to participating centres in its area. LAs which are not involved in the pilot will be supported in their work with their centres to develop an implementation plan for Foundation Learning delivery. Tailored consultancy support will be available to both groups of LAs, in addition to a wide range of materials and resources on the Foundation Learning Support website. This should encourage and enable LAs to share emerging practice www.excellencegateway.org.uk/FLT

LAs in both groups are also invited to submit a proposal for a 'Foundation Learning in Action' development project. These are designed to build on the successful outcomes of the Foundation Learning test-and-trial (the original name for the pilot) development projects in 2008/09. Further information will be available online soon.

Support for pilot local authorities

The extended pilot of Foundation Learning during 2009/10 involves 22 LAs which, together with the centres within them, are able to access consultancy support from September 2009 to March 2010.

If your LA was engaged in last year's test-and-trial, it will now be delivering Foundation Learning programmes. Those LAs that have joined the pilot this year will be at different points in preparing for Foundation Learning delivery. Support will be tailored to meet the specific needs of each LA and its centres, and will lead to the development of a Foundation Learning action plan, focusing on elements of the pilot that are most relevant to your local needs and pilot themes.

Support is available through your regional Foundation Learning team (see below for details) and can include:

- a Foundation Learning health check
- consultancy support from an experienced Foundation Learning consultant, offering you the opportunity to explore issues and identify solutions to specific needs

- introductory briefings on Foundation Learning planning and implementation
- a range of continuing professional development (CPD) activities to enable you to effectively deliver Foundation Learning programmes
- support for the development of LA implementation plans to meet the Foundation Learning elements of Gateway 4.

Support for non-pilot local authorities

If your LA is not involved in the pilot then it will be working towards some Foundation Learning provision from September 2010. The support programme will focus on helping each LA to:

- develop an implementation plan for effective Foundation Learning delivery from September 2010. An online readiness tool will help your LA identify areas for further development and actions to support planning, and help with preparation for Gateway 4. This tool will be available on our website soon
- improve both its own capability and that of its centres to implement Foundation Learning provision. Two LA staff, or their nominees, will be supported to lead on Foundation Learning in their area. A range of CPD activities will also be available on our website from late September
- build on its arrangements for partnership working and collaboration. You will be able to get involved with regional Foundation Learning networks, working with other 14-19 regional groupings, in particular Diploma consortia.

Further information and resources are available on the Foundation Learning Support website www.excellencegateway.org.uk/FLT

To contact the programme team about any aspect of the support available, and to find out who your regional Foundation Learning contact is, please email us at foundationlearning@lsnlearning.org.uk

General Qualifications Support Programme

The General Qualifications Support Programme is available for all schools with sixth forms, sixth form colleges and further education colleges. The programme is designed to help you develop your curriculum offer for general qualifications in the context of 14–19 reforms.

The programme offers a range of support including:

- face-to-face support from a Lead Practitioner to help you get ready for the changes to A level and the introduction of the Extended Project qualification. This support can take place when and where suits you and your centre. This could be in a departmental meeting or as a twilight session and can be delivered in a way that meets your needs
- online forums – discuss issues, share experiences and put questions to colleagues in other centres
- My Development – a range of online practical activities to support your professional development and help you deliver the new revised A levels and the Extended Project qualification
- Resource library – access a range of support materials and programme resources, including case studies.

Visit www.excellencegateway.org.uk/gqsp



Support available from other organisations

Apprenticeships and work with accredited training

By 2020 it is hoped that one in five young people will be able to take up a place as an apprentice. Apprenticeships are increasing in number and are increasingly popular among young people.

The government is committed to significant growth in Apprenticeships for young people and adults and, over time, for all Apprenticeships to have clear progression routes into higher education and skilled employment.

An online Apprenticeships vacancy system provides a simple, user-friendly way for employers to get the best candidates for their vacancies and allows potential apprentices to find employment opportunities that suit their skills and ambitions.

To find out more about Apprenticeships or to see the online Apprenticeships vacancy system, please go to www.apprenticeships.org.uk

Young Apprenticeships pilots

The Young Apprenticeship pilot programme is offering some 9,000 places for pupils aged 14–16. Young Apprenticeships are two-year learning programmes aimed at motivated mid to high ability pupils who want their learning to include a focus on a particular industry sector. It allows them to pursue a two-year applied learning programme (GCSE, BTEC, NVQ etc), often delivered by a college, including an extended work experience of 50 days alongside their school-based GCSE studies at Key Stage 4.

Find out the range of activity some young apprentices have been involved in at www.apprenticeships.org.uk

It's hoped by 2020, one in five young people will be able to take an Apprenticeship.

Chartered Institute of Educational Assessors – support for internal assessors

The Chartered Institute of Educational Assessors (CIEA) supports those working within the 14–19 sector with access to accredited training, qualifications, and continuing professional development to improve the quality of assessment.

Every year the CIEA helps thousands of teachers, lecturers, schools and colleges who are committed to ensuring that every student reaches their full potential, by providing access to assessment tools, resources, information and support.

CIEA has linked up with a national network of partner universities to offer Masters level qualifications in Educational Assessment. It also offers structured learning opportunities that include the Chartered Educational Assessor training programme and accredited assessment training for the Diploma.

Anyone involved in assessment, from teachers, lecturers, senior examiners, moderators and markers to individuals with an interest in or responsibility for assessment in secondary schools, colleges, universities, training centres and other educational organisations can become a member of the CIEA. Support is provided at www.ciea.org.uk. The site includes:

- a dedicated Knowledge Centre (that houses expert articles, an assessment policy tool, podcasts and a research database)
- a continuing professional development (CPD) section (that features a professional framework of assessment practice and skills gap analysis too)
- a qualifications and training section (that includes Diploma-specific resource and information about the MA in Educational Assessment) and a dedicated member area.

Other benefits include a monthly e-newsletter (CIEAMail) and termly magazine (Make the Grade).

Visit: www.ciea.org.uk or call 0845 6722123 for further information.

Functional Skills Support Programme

The Functional Skills Support Programme (FSSP) is designed to prepare practitioners, leaders and managers to deliver functional skills, from developing applied learning to adopting a whole-organisational approach to functional skills implementation. FSSP is available free of charge to all schools and post-16 education and training centres and counts towards CPD. Support for schools is covered by National Strategies (NS) and support for the post-16 sector is offered by the Learning and Skills Improvement Service (LSIS).

A dedicated FSSP website provides a first point of contact for all functional skills support. The website hosts online communities of practice, resources, publications and links to other related websites. Visit www.fssupport.org

Further sources of information about functional skills support are listed below:

Schools

For further information about NS support for functional skills please email:

functionalskills@nationalstrategies.co.uk or secondary@nationalstrategies.co.uk

Telephone: 0118 918 2820 or 0118 918 2830

Visit: <http://nationalstrategies.standards.dcsf.gov.uk/>

Post-16 sector

Details of all the LSIS support can be found at:

www.excellencegateway.org.uk/functionalskills

A helpline number and email are also available for general enquires:

Telephone: 0844 335 2938

Email: helpline@fssupport.org

Leadership and Management Development Programme

The Leadership and Management Development Programme is managed and delivered by the Learning and Skills Improvement Service (LSIS) and the National College for Leadership of Schools and Children's Services.

The programme has two elements:

1. **Support from a Consortium Adviser** to help you assess readiness for Diploma implementation and plan a bespoke package of support. The package will draw on the support from a range of support partners and will cover staff in all roles including practitioners and support staff as well as leaders and managers. Support will be designed and reviewed through consortium support conversations (CSC). These may involve face-to-face meetings, phone calls or email contacts; most consortia will benefit from a well-planned, recorded CSC at appropriate points. Consortium Advisers can also offer additional support to help consortium leaders with strategy and planning and to facilitate peer-to-peer learning.
2. Bespoke provision to specifically **support the development of leaders and managers** at all levels in your consortium.
 - Your Consortium Adviser can contribute to strategy and planning particularly for collaborative implementation planning and workforce planning, attend strategy meetings, facilitate peer-to-peer learning and offer other tailored support.
 - Where more in-depth expertise is required, Leadership Consultants are available who offer bespoke consultancy, coaching and workshops. Currently, consortia are identifying the need for help on collaborative quality assurance; collaborative leadership; leadership of information, advice and guidance (IAG); vision and leadership of change; equality and diversity.
 - Peer learning will be facilitated, for example a schedule of learning visits and online communities will be offered on the new website.
 - Resources such as diagnostic tools, guidance and case studies are available on the website.

Find out more about this on:

www.14-19support.org/lmdp

Professional development for the Diploma workforce: enhancing teaching skills for effective and engaging delivery

Lifelong Learning UK (LLUK) has been working in partnership with the Training and Development Agency for Schools (TDA) to research the generic skills, knowledge and attributes that teachers require to deliver the Diploma. This research has enabled the development of specialist tools, resources and professional development for those involved in Diploma delivery.

Whether your school, college or institution is currently delivering, or preparing to deliver the Diploma, these resources can help to identify and address the professional development needs of practitioners.

An updated guide to assist with the planning of professional development, *A Guide to Support the Professional Development of Diploma Teachers* (2008), identifies and explains the elements of teaching that contribute to effective Diploma delivery. The guide also maps these elements to professional standards for teachers in both schools and further education colleges, making it possible to identify whether relevant skills and knowledge have been gained.

'Involving Business in Diploma Lessons: a guide for teachers' (LLUK and TDA) is another free resource available online or as a CD for all schools and colleges working with employers. The resource includes useful advice on matters such as health and safety, alongside specimen agendas for employer meetings and lesson plans for bringing employers into the 'classroom'.

Resources

The following resources are available at www.lluk.org.uk/14-19.htm:

- A Guide to Support the Professional Development of Diploma Teachers
- Involving Business in Diploma Lessons: a guide for teachers

Lifelong Learning UK is the independent, employer-led Sector Skills Council responsible for the professional development of staff working in the UK lifelong learning sector www.lluk.org.uk

The Training and Development Agency for Schools is the national agency and recognised sector body responsible for the training and development of the school workforce www.tda.gov.uk

Qualifications and Curriculum Development Agency (QCDA)

QCDA works side by side with people in education and business, using its experience and know-how to find practical ways to deliver government reforms. Its job is to develop the curriculum, improve and deliver assessments, and review and reform qualifications.

QCDA works with schools and colleges on:

- the curriculum – listening to what teachers tell them, and working together to build a curriculum that will prepare young people for the future
- assessment – as well as delivering the national curriculum tests, QCDA wants to develop ways of assessing pupils' progress that support teaching and are manageable in the classroom
- qualifications – reviewing and developing qualifications, so that students have the knowledge and skills they need to take them into higher education and work.

QCDA works with businesses on:

- qualifications that help people get the right skills – such as the Diploma, which combines classroom and workplace learning
- the Qualifications and Credit Framework – a new system that lets people build up their qualifications in small steps so that all their learning is recognised, including training at work.

QCDA also has a 14–19 online hub. This has been designed to provide a gateway to all QCDA content relevant to 14–19 learning. Pages include:

- A level
- GCSE
- the Diploma
- Foundation Learning
- Qualifications and Credit Framework.

Please go to www.qcda.gov.uk to find out more.

Diploma Development Partnerships

Diploma Development Partnerships (DDPs) are responsible for the development and success of each Diploma. There is a DDP for every line of learning: each DDP brings together a wide range of stakeholders, including employers, professional organisations, schools, further and higher education institutions and training providers.

Business, Administration and Finance
www.baf-diploma.org.uk

Construction and the Built Environment
www.cbdiploma.co.uk

Creative and Media
www.skillset.org/qualifications/diploma

Engineering www.engineeringdiploma.com

Environmental and Land-based Studies
www.diplomaelbs.co.uk

Hair and Beauty Studies www.habia.org/diploma

Hospitality www.hospitalitydiploma.co.uk

Humanities and Social Sciences
www.humanitiesdiploma.co.uk

Information Technology www.e-skills.com/diploma

Languages and International Communication
www.diploma-in-languages.co.uk

Manufacturing and Product Design
www.manufacturingdiploma.co.uk

Public Services www.diplomainpublicservices.co.uk

Retail Business www.diplomainretailbusiness.com

Science www.sciencediploma.co.uk

Society, Health and Development
www.skillsforhealth.org.uk/diploma

Sport and Active Leisure
<http://saldiploma.skillsactive.com>

Travel and Tourism www.tandtdiploma.co.uk

Awarding organisations

AQA-City & Guilds
www.diplomainfo.org.uk

Edexcel
www.edexcel.com/quals/diploma

EDI
www.ediplc.com/diplomas.asp

OCR
www.ocr.org.uk/qualifications/1419changes/diplomas/

VTCT
www.vtct.org.uk

WJEC
www.wjec.co.uk



Department for Children, Schools and Families

The Department for Children, Schools and Families (DCSF) is leading the reform of 14–19 education through a number of programmes and initiatives. To find out more about the reforms, including the implementation of the Diploma, visit the DCSF 14–19 website. www.dcsf.gov.uk/14-19

Alternatively, to find out more about the key elements of the 14–19 reforms please go to the 14 to 19 Briefing area of TeacherNet. www.teachernet.gov.uk/14to19briefing

Also available is a toolkit, 14–19 Reforms and You, which includes a complete guide to the reforms and is backed up by face-to-face briefing sessions.

More about 14–19 Reforms and You www.14-19reforms.co.uk

In terms of Diploma delivery, DCSF has recently published a revised guide to the support available to all consortia.

Consortium Support Guide – PDF 407KB
www.diploma-support.org/consortiumsupport

DCSF provides an online calendar listing support and events for Diploma practitioners, line leads and other members of the consortium workforce involved in Diploma and functional skills delivery. Events include awarding organisation training days for principal learning or functional skills, as well as support for assessment.

The following resources are available at www.dcsf.gov.uk/14-19:

- DCSF online support calendar – includes details of the events and how to book
- DCSF 14–19 education and skills publications
- DCSF Diploma Delivery newsletters – sign up to receive these.

Glossary

14–19 Support and Development Partner

14–19 Support and Development Partners work in partnership with consortia to meet their support and development needs in preparing everyone for effective delivery of the reforms. They work with consortium leads, line leads and practitioners as well as the wider workforce to facilitate appropriate support and development activities. They also liaise with other organisations providing support and DCSF 14–19 Regional Advisers to ensure that consortia have access to support relevant to their needs.

Consortium/consortia

A consortium is a group of organisations involved in delivering the Diploma at a local level. These could include schools, academies, further education bodies such as colleges and universities, employers, work training providers and other organisations such as Connexions. They can be small or large and can be split into lines (different subjects). They are linked with local authorities and have been through a Gateway process with DCSF to become a consortium delivering the new Diploma.

Consortium Advisers

Support from a Consortium Adviser to help you assess readiness for Diploma implementation and plan a bespoke package of support. The package will draw on the support from a range of support partners and will cover staff in all roles including practitioners and support staff as well as leaders and managers. Support will be designed and reviewed through consortium support conversations (CSC). These may involve face-to-face meetings, phone calls or email contacts; most consortia will benefit from a well-planned, recorded CSC at appropriate points. Consortium Advisers can also offer additional support to help consortium leaders with strategy and planning and to facilitate peer-to-peer learning.

Conversations

Consortium support conversations (CSCs) will enable consortium leads to review the support needs for consortium staff. They may involve face-to-face meetings, phone calls or email contacts. At CSCs, your Consortium Adviser will facilitate a review on your consortium's progress, advise you what support

is available, and provide guidance on how to access this support. The result will be a bespoke package of support to suit your individual needs and that may include referrals to other organisations providing support and to your peers in other consortia.

DCSF

Department for Children, Schools and Families

DDPs

Diploma Development Partnerships (DDPs)

Gateway

Gateway refers to the year that a consortium began or will begin delivering the Diploma. Gateway 1 began delivering from September 2008, Gateway 2 from 2009 etc. Gateway also refers to the formal application process that consortia go through with DCSF to be able to deliver the Diploma.

IAG

Information, advice and guidance.

Line of learning

A line of learning is a Diploma subject, eg Business, Administration and Finance.

Line lead

A member of a consortium leading on a particular Diploma subject.

NDLL

National Diploma Line Leads (NDLLs) work with Diploma consortia to provide continuing professional development for Diploma practitioners. They act as champions for their line of learning and help to ensure that line of learning activity has a wide impact.

Practitioners

Teachers, lecturers and anyone else who is delivering teaching or training to 14–19 year olds studying for the Diploma eg further education lecturers.

Support staff

Administrators, teaching assistants and anyone else who is involved in delivering the Diploma in a school or college.



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With

LSN, Pearson and The Workshop