

## Bitesize Briefing Professional Standards in the FE Sector (June 2008)

### **1. Why do tutors need to be trained to deliver adult training?**

New regulations for improved standards for teachers in Further Education were implemented in September 2007. Although the regulations only apply in law to teachers in FE at present (eg Colleges), the impact involves the whole of the learning and skills sector, including adult & community learning (including VCS), work-based learning, offender learning and private training providers. It specifically affects organisations in receipt of or bidding for LSC funding (this will include DLDC members delivering training through a DLDC project funding by the LSC).

### **2. I am not a trained tutor, what do I need to do to become a trained tutor?**

There is a structured framework of qualifications to support you in becoming qualified to teach. Initially you must complete a Level 3 qualification called 'Preparing to Teach in the Lifelong Learning Sector' (PTLLS). Achievement of this qualification **does not** entitle you to train without supervision from a qualified teacher and therefore should not be seen as the end of your teacher training; it is merely the beginning. The next step depends on whether your role is that of a 'full' or 'associate' teacher:

**full teaching role** – this does **NOT** relate to hours spent teaching. It is defined by the responsibility of that teacher in creating the curriculum, materials and leading the delivery of the learning taking place.

If you choose what is to be delivered and how that delivery will take place; plan the delivery and the content of the course; devise training materials and how these will be assessed and deliver to a range of learners at different levels – this places you in a 'full' teaching role (even for only 2 hours a week!)

**associate teaching role** – this does **NOT** relate to hours spent teaching. This role is one that carries significantly less than the full range of teaching responsibilities carried out in the full role.

This could mean: delivering a defined /prescribed programme where you are not responsible for creating the materials ie an off-the-shelf package designed by someone else; deliver on a 1:1 basis; deliver a programme confined to a particular level or subject or type of learner; or deliver short courses which may lead to non-accredited bespoke awards, are less than three months in length or provide (on completion) less than three credits on accredited programmes.

Those in a full teaching role must complete the Diploma to Teach in the Lifelong Learning Sector (DTLLS), which is a Level 5 qualification; those in an associate teaching role can complete the Level 4 Certificate to Teach in the Lifelong Learning Sector (CTLLS).

*ALL trainers/teachers MUST register with the Institute for Learning (IfL) and maintain an annual record of their Continuing Professional Development (CPD).*

### **3. I trained as a teacher between 2001 and 2007, what do I need to do?**

Depending on what qualifications you achieved during this time, you may not need to do any more. If you achieved the full Level 4 'Further Education Teaching' certificate (stages 1, 2 and 3) or Certificate in Education then you remain qualified to teach and do not need to undertake any further qualifications from the new framework. *You will still need to register with the Institute for Learning and maintain your annual CPD record.*

### **4. I trained as a teacher before 2001, what do I need to do?**

You are not required by the Regulations to gain any additional qualifications or to become a Licensed Practitioner. However, some employers will expect and encourage such development as it becomes the benchmark for the sector; therefore you are encouraged to become a Licensed Practitioner by completing the professional formation assessment (see Q5)

As you first taught in the sector before 1 September 2001 you were not required to hold any teaching qualification, although you may already do so. *You will need to register with the Institute for Learning and maintain your annual CPD record.*

### **5. Once I am trained, what else do I need to do to meet the requirements?**

All teachers/trainers/tutors are expected to register with the IfL, the professional body for teachers, trainers, tutors and student teachers in the Learning and Skills sector. You may be required to provide evidence that you maintain your professional standing in the teaching field.

You will also need to maintain an annual record of Continuing Professional Development which you must make available to IfL and any employer, if requested. From April 2008, IfL will have an online recording system for its members called 'Reflect'. This portal allows individuals to build and keep details of any CPD they have completed and report this to IfL when required.

Teachers also have the opportunity to apply for Licensed Practitioner status – QTLS for those in a full teaching role or ATLS for those in the associate teaching role. 'Licensed Practitioner' will be conferred by the IfL after **professional formation**. This process of workplace assessment will not be time related; rather it will be based upon employer evaluation and referral. Further details will be released by IfL throughout 2008. The license will be annually renewable, including a CPD obligation, and this can be withdrawn or suspended subject to the outcome of an investigation of alleged misconduct.

### **6. What can DLDC do to help?**

DLDC has planned to deliver two cohorts of the PTLLS qualification in 2008 to allow trainers without any previous teaching certificates to start their teaching journey. In addition, we provide updates to the qualifications and IfL requirements at our Tutor Development Seminars.