



# NVQ in Supporting Teaching and Learning in Schools Level 2

## What is an NVQ?

An NVQ (National Vocational Qualification) is a qualification which assesses someone's competence (that is the skills, knowledge and understanding they have) in a work situation. NVQs are based on national occupational standards. The standards describe the level and breadth of performance that is expected of anyone working in the industry or sector which the NVQ covers.

## Who is this NVQ for?

This NVQ is designed to reflect the work of candidates who are employed as teaching assistants and who may be new to the occupation and/or whose responsibilities at work are limited in scope. It is suitable for candidates whose levels of decision-making and work are tightly defined by the classroom teacher. The NVQ is suitable for those working with pupils of any age in primary, secondary or special schools.

## Who is the awarding body?

OCR (Oxford, Cambridge and RSA Examinations)

## What is the structure of this NVQ?

To achieve a full OCR Level 2 NVQ in Supporting Teaching and Learning in Schools, a candidate must achieve **seven** units made up of **five mandatory units** and **two optional units**.

### Mandatory Units

- Unit 1      Provide support for learning activities
- Unit 2      Support children's development
- Unit 3      Help to keep children safe
- Unit 4      Contribute to positive relationships
- Unit 5      Contribute to positive relationships

## **Optional Units**

- Unit 6 Support literacy and numeracy activities
- Unit 7 Support the use of information and communication technology for teaching and learning
- Unit 8 Use information and communication technology to support pupils' learning
- Unit 9 Observe and report on pupil performance
- Unit 10 Support children's play and learning
- Unit 11 Contribute to supporting bilingual/multilingual pupils
- Unit 12 Support a child with disabilities or special educational needs
- Unit 13 Contribute to moving and handling individuals
- Unit 14 Support individuals during therapy sessions
- Unit 15 Support children and young people's play
- Unit 16 Provide displays
- Unit 17 Invigilate tests and examinations



# NVQ in Supporting Teaching and Learning in Schools Level 3

## What is an NVQ?

An NVQ (National Vocational Qualification) is a qualification which assesses someone's competence (that is the skills, knowledge and understanding they have) in a work situation. NVQs are based on national occupational standards. The standards describe the level and breadth of performance that is expected of anyone working in the industry or sector which the NVQ covers.

## Who is this NVQ for?

This NVQ is designed to reflect the work of candidates who are employed as teaching assistants and who may be new to the occupation and/or whose responsibilities at work are limited in scope. It is suitable for candidates whose levels of decision-making and work are tightly defined by the classroom teacher. The NVQ is suitable for those working with pupils of any age in primary, secondary or special schools.

## Who is the awarding body?

OCR (Oxford, Cambridge and RSA Examinations)

## What is the structure of this NVQ?

To achieve a full OCR Level 3 NVQ in Supporting Teaching and Learning in Schools, a candidate must achieve **ten** units made up of **six mandatory units** and **four optional units**. The 4 optional units must be selected from groups A-E, but no more than 2 units from group E.

### Mandatory Units

Unit 3	Help to keep children safe
Unit 18	Support pupils' learning activities
Unit 19	Promote positive behaviour
Unit 20	Develop and promote positive relationships
Unit 21	Support the development and effectiveness of work teams

Unit 22 Reflect on and develop practice

### **Optional Group A**

Unit 8 Use information and communication technology to support pupils' learning

Unit 23 Plan, deliver and evaluate teaching and learning activities under the direction of a teacher

Unit 24 Contribute to the planning and evaluation of teaching and learning activities

Unit 25 Support literacy development

Unit 26 Support numeracy development

Unit 27 Support implementation of the early years curriculum

Unit 28 Support teaching and learning in a curriculum area

Unit 29 Observe and promote pupil performance and development

Unit 30 Contribute to assessment for learning

Unit 31 Prepare and maintain the learning environment

Unit 32 Promote the transfer of learning from outdoor experiences

### **Optional Group B**

Unit 33 Provide literacy and numeracy support to enable pupils to access the wider curriculum

Unit 34 Support gifted and talented pupils

Unit 35 Support bilingual/multilingual pupils

Unit 36 Provide bilingual/multilingual support for teaching and learning

Unit 37 Contribute to the prevention and management of challenging behaviour in children and young people

Unit 38 Support children with disabilities or special educational needs and their families

- Unit 39 Support pupils with communication and interaction needs
- Unit 40 Support pupils with cognition and learning needs
- Unit 41 Support pupils with behaviour, emotional and social development needs
- Unit 42 Support pupils with sensory and/or physical needs
- Unit 43 Assist in the administration of medication
- Unit 44 Work with children and young people with additional requirements to meet their personal support needs

### **Optional Group C**

- Unit 45 Promote children's well-being and resilience
- Unit 46 Work with young people to safeguard their welfare
- Unit 47 Enable young people to be active citizens
- Unit 48 Support young people in tackling problems and taking action
- Unit 49 Support children and young people during transitions in their lives
- Unit 50 Facilitate children and young people's learning and development through mentoring
- Unit 51 Contribute to improving attendance
- Unit 52 Support children and families through home visiting

### **Optional Group D**

- Unit 16 Provide displays
- Unit 17 Invigilate tests and examinations
- Unit 53 Lead an extra-curricular activity
- Unit 54 Plan for and support self-directed play
- Unit 55 Contribute to maintaining pupil records
- Unit 56 Monitor and maintain curriculum resources

- Unit 57 Organise cover for absent colleagues
- Unit 58 Organise and supervise travel
- Unit 59 Escort and supervise pupils on educational visits and out-of-school activities
- Unit 60 Liaise with parents, carers and families
- Unit 61 Provide information to aid policy formation and the improvement of practices and provision

**Optional Group E**

- Unit 62 Develop and maintain working relationships with other practitioners
  - Unit 63 Provide leadership for your team
- OR
- Unit 64 Provide leadership in your area of responsibility
  - Unit 65 Allocate and check work in your team
  - Unit 66 Lead and motivate volunteers
  - Unit 67 Provide learning opportunities for colleagues
  - Unit 68 Support learners by mentoring in the workplace
  - Unit 69 Support competence achieved in the workplace