



CITY AND ISLINGTON  
COLLEGE

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Westminster  
Kingsway College

The College of  
Haringey, Enfield  
and North East London



Capital  
City  
College  
Training

# Diploma in Education and Training (DET)/ Professional Graduate Certificate in Education and Training - Level 5 (ProfGCE) - Year 1 (Canterbury Christ Church University)

This is part one of a two-year programme.

This course is accredited by Canterbury Christ Church University.

This course is the first year of the two-year Education and Training - Level 5 Diploma (DET) or Professional Graduate Certificate in Education (ProfGCE level 6), validated by Canterbury Christ Church University.

The programme meets the current government standards related to teaching and training in the post-14 and adult learning and skills sectors. The programme is for those already working or volunteering in the further and/ or adult community education and skills sector, schools (teaching students over 14 years old), academies, vocational settings, and public or private training organisations.

You will gain practical teaching skills and an overview of the theory related to teaching, as well as identify the principles of learning, teaching, and assessment. You will develop an awareness of your professional role and responsibilities and engage in continuous self-reflection and evaluation. The course will also focus on developing learning materials, managing the learning environment and enabling you to become familiar with current approaches to delivering your specialist subject.

Having completed the Diploma in Education and Training or Professional Graduate Certificate in Education and Training, trainee teachers will be able to apply for Qualified Teacher Learning and Skills status (QTLS).

For information on our Higher Education policies including admissions, fees, and student contracts, please see the links below:

- [Admissions Policy](#)

**Start Date:** 1 October 2024

**Duration:** 1 Year

**Attendance:** Part Time

**Location:** Tottenham Centre



Capital City  
College Group

[www.capitalccg.ac.uk](http://www.capitalccg.ac.uk)

- [Complaints Policy](#)
- [Equality, Diversity and Inclusion Policy](#)
- [Fees Policy](#)
- [HE Student Contract](#)
- [Student Protection Plan](#)

For our full list of policies, governance and fees please see our website [Capital City College Group \(capitalccg.ac.uk\)](http://capitalccg.ac.uk).

## WHAT WILL I STUDY?

You will cover:

- Module 1 Introduction to Teaching and Learning
- Module 2 Enhancing Teaching and Learning
- Module 3 The Learner and Learner Progress You will be given access to a wide range of learning and teaching strategies.

Modules may include seminars, lectures and group discussions and projects, with many utilising individual and peer presentation format. Given that the course is primarily for staff already working in the further education and skills sector, maximum use of student experience and expertise is made, including student led sessions aimed at sharing examples of good practice with colleagues. Modules include self-directed study activities, investigations and e-based learning.

## WHAT WILL I NEED?

You will need:

- Level 3 qualification and/or substantial experience in your specialist subject
- GCSEs at grade 4 or above in English Language and Maths or Functional Skills in English and Maths at Level 2, or working towards the achievement of these
- You will be required to have access to a minimum of 100 hours of teaching for the Diploma/ProfGCE over two years. For the Diploma/ProfGCE students are required to undertake eight teaching observations over two years. These provide the opportunity for you to apply your knowledge and understanding, to improve subject specialist teaching and to receive practical advice
- You must also be able to successfully complete the written assessment requirements of the course at the appropriate academic level
- For the English and Maths specialist pathways, you will need to evidence of English or Maths processing skills at Level 3.
- For the specialist pathways, 50% of your teaching practice must be in the subject specialisms
- For the English and Maths specialism, teaching must cover two distinct levels. All applicants must have an interview to confirm that the course is suitable for them
- You'll need to demonstrate at the interview your ability to benefit from the course and to meet the teaching requirement applicable to the course
- You will need to provide evidence of a DBS check prior to starting the course and/or undertake a DBS check immediately after starting the course

## HOW WILL I BE ASSESSED?

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Assessments for each module are based on observations of teaching practice, individual reflections, entries in a progress log and academic essays/assignments. You will be given access to a wide range of learning and teaching strategies. Modules may include seminars, lectures and group discussions and projects, with many utilising individual and peer presentation formats. Given that the course is primarily for staff already working in the further education and skills sector, maximum use of student experience and expertise is made, including student-led sessions aimed at sharing examples of good practice with colleagues.

Modules include self-directed study activities, investigations and e-based learning. You will be required to have a minimum of 100 hours of teaching for the Diploma/ProfGCE. For the Diploma/ProfGCE students are required to undertake eight teaching observations over the two-year modular programme. These provide the opportunity for you to apply your knowledge and understanding, to improve subject specialist teaching and to receive practical advice.

Each module will be assessed by a portfolio of evidence including observations, reflections and written work. You will be provided with a portfolio guidance sheet about how to structure and present all of your work for final submission. To achieve a Pass grade on each module it is necessary to pass all the tasks within a module.

To successfully complete the programme, it is necessary to achieve a Pass grade in each of the modules and to have logged the required number of teaching hours. In line with the emphasis on the development of practical teaching skills, part of the assessment on the programme is the requirement that you will have observations of your teaching practice, where a written report on a teaching session is produced either by a mentor or the programme tutor. You will be observed teaching at least eight hours over the programme. All observations must be a Pass. Where an observation is recorded as achieving less than the minimum standard, there is one opportunity to retake the observation. If the second observation is then recorded as a fail then you fail the module and will be required to withdraw from the programme.

You must complete a Progress Log (PL) over the duration of the programme. The PL will include reflective logs and specific targets for development as well as evidence of progress. The log will act as a cohesive element across the whole programme and will be critically reviewed at tutorials and form part of the portfolio assessment for each module. You must present all of your work in the form of a portfolio of evidence and hand this to your tutor at the deadline given to you in preparation for the relevant Examination Board.

## WHAT WILL IT COST?

### ADULTS - HIGHER EDUCATION

You must pay fees to study a Higher Education (HE) course. If you have not studied one previously, you may be eligible to apply for an HE [loan](#). Other financial support such as [maintenance loans](#) and [disability support](#) are also available.

Please see [here](#) for the documents you will need to show us.

Some courses will have other associated costs, such as for specialist materials and trips. Many of our students are eligible for financial support, see [here](#) for details.

Tuition Fees

**Start Date:** 1 October 2024

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£3,500 per year

## WHAT CAN I DO AFTER?

On completion of this course you can progress onto part two of this course: [Education & Training - Level 5 Diploma DET & ProfGCE](#)

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