

Open College Network West Midlands

Qualification purpose statement

Name of qualification	Open College Network West Midlands Entry Level Award in Employability and Development Skills (Entry 3)
Qualification number	601/6334/3
Credits	6
Aim of this qualification	<p>The Open College Network West Midlands Entry Level Award in Employability and Development Skills (Entry 3) is a qualification regulated by Ofqual. This qualification will provide the means for learners to develop employability skills to overcome barriers to enter the world of work. The qualification will also allow the learner to develop essential and transferable skills that will help them to progress into the workplace. The qualification should provide opportunities for learners to develop both their skills (for example, in ICT, employability, learning to learn, etc) and to test out their abilities and contextualise those skills before selecting a career or employment route.</p> <p>The diverse range of units available in the structure of the qualification can be used to create individualised learning programmes that underpins their desire to:</p> <ul style="list-style-type: none"> • Enhance personal growth by developing and / or updating employability skills. • Prepare for work / change their work; • Return to work / plan to return to work • Progress to a course at the next level in education; • Progress into new areas of work; • Support a role in the workplace;
Who this qualification is for	The Open College Network West Midlands Entry Level Award in Employability and Development Skills (Entry 3) is designed to help all those who want to overcome barriers to enter the world of work. It may also provide them with the opportunity of contextualising employability skills in a real world setting that will lead to employment. It meets the needs of learners in a variety of settings, including schools, further education colleges, voluntary organisations, and private training providers.

Age restrictions	This qualification is suitable for learners of all ages.
Entry requirements	There are no specific entry requirements.
What you will learn and achieve by doing this qualification	<p>By achieving this qualification the learner should:</p> <ul style="list-style-type: none"> • develop personal and transferable skills, such as, how to apply for jobs, how to write a CV, how to communicate, and how to prepare for and conduct themselves at an interview. • be able to overcome barriers to employment and help them to prepare to enter employment. Depending on the units chosen, learners may also learn about things that will help them to progress to further study, for example, how to set personal learning goals and prepare an action plan; how to take part in discussions; how to develop a learning programme, etc. Units in mathematics and English skills can be taken to enable success in the next stage of their learning, for example, units that cover addition and subtraction, division, multiplication, fractions, spelling, grammar or punctuation. • gain knowledge and skills relevant to the area of employment they would like to progress into; • be able to identify specific occupational areas in which they may want pursue a career. • be prepared to progress to qualifications at Level 1 in a specific sector area of their choice; <p>To achieve the qualification a learner must complete 6 credits (60 Guided Learning Hours). The qualification requires 60 hours of learning. The learner may select units from either the employability or development groups of units for example:</p> <ul style="list-style-type: none"> • Developing Skills for Gaining Employment; • Recognising Own Skills for Personal Development; • Introduction to Career Preparation; • Speaking to Communicate; and, • Teamwork Skills. <p>The learner will be assessed through a variety of structured tasks and activities. These will allow them to demonstrate the skills, knowledge and understanding that they have gained.</p>
Is this the right qualification for you?	<p>The Open College Network West Midlands Entry Level Award in Employability and Development Skills (Entry 3) should be right for the learner if they:</p> <ul style="list-style-type: none"> • need a course of 60 hours at Entry Level 3 made up of bite-sized units of learning and assessment;

	<ul style="list-style-type: none"> • need a qualification to provide them with skills and knowledge to help them to overcome barriers to entering employment and lead to the job they want; • need to develop skills and knowledge to help them prepare for the next stage of their learning; • prefer an alternative to an academic qualification; • lack confidence in their ability to progress in learning or work; • want to contextualise their development units to help them make informed career choices; • are unable to study for a larger qualification, such as a Diploma; or, • have not previously achieved qualifications. 												
<p>Where the qualification fits in the suite</p>	<p>The Open College Network West Midlands Entry Level Award in Employability and Development Skills (Entry 3) is part of a suite of different sized qualifications at all levels from Entry to Level 1. The qualifications in this suite have been developed at different levels and sizes to enable the learner to tailor their course to learning to meet different learner needs.</p> <p>The table below shows how this qualification fits in and how it differs from the other qualifications in the Employability and Development Skills suite.</p> <p style="text-align: center;">The Open College Network West Midlands Employability and Development Skills Qualifications</p> <table border="1" data-bbox="512 1283 1370 1480"> <thead> <tr> <th>Level</th> <th>Size</th> <th>Credits</th> <th>Hours</th> </tr> </thead> <tbody> <tr> <td>Entry 3</td> <td>Award</td> <td>6</td> <td>60</td> </tr> <tr> <td>Level 1</td> <td>Award</td> <td>6</td> <td>60</td> </tr> </tbody> </table> <p>The learner should study for the Entry Level Award if they:</p> <ul style="list-style-type: none"> • have not yet achieved qualifications at a higher level and wish to work towards achieving an Entry Level qualification; • do not yet have the skills and knowledge to undertake study at Level 1; • need to cover a small range of skills and knowledge to acquaint them with their learning styles and development needs. 	Level	Size	Credits	Hours	Entry 3	Award	6	60	Level 1	Award	6	60
Level	Size	Credits	Hours										
Entry 3	Award	6	60										
Level 1	Award	6	60										
<p>What this qualification could lead to</p>	<p>The learner should progress primarily into entry level employment or to further learning which will equip them with the knowledge, skills and understanding to be employable. This may be to higher</p>												

	<p>levels within the Employability and Development Skills suite of qualifications, such as the Open College Network West Midlands Level 1 Certificate in Employability and Development Skills or to other Level 1 qualifications.</p> <p>The learner may also progress to qualifications in more specific vocational areas such as:</p> <ul style="list-style-type: none"> • Open College Network West Midlands Level 1 Certificate in Work Preparation for Building and Construction; • Open College Network West Midlands Level 1 Certificate in Work Preparation for Land Based Industries; • Open College Network West Midlands Level 1 Certificate in IT User Skills. <p>Learners may also progress into Employment in these areas.</p>
Apprenticeships	This qualification is not part of an apprenticeship framework.
Support	<p>This qualification is supported by:</p> <ul style="list-style-type: none"> • Multi Media Arts Project • Stoke on Trent College • Bournville College
Further information	More information about this qualification is available on our website here .