



Higher National Unit specification: general information

Unit title: Childhood Practice: Recognition of Prior Learning and Experience

Unit code: H18B 36

Superclass: HB

Publication date: April 2012

Source: Scottish Qualifications Authority

Version: 01

Unit purpose

This Unit supports candidates to recognise and take responsibility for their own learning and development in relation to Childhood Practice. In particular it provides a framework for the recognition of their prior learning and experience — to identify their professional values and personal commitment and their professional knowledge, skills and abilities, based on the SCQF level descriptors. This Unit will allow candidate's to identify their knowledge and practice level and recognise the value of their existing qualifications.

On completion of the Unit the candidate should be able to:

- 1 Identify own professional practice values, commitment, knowledge, skills, abilities and prior achievement.
- 2 Provide evidence of professional knowledge and understanding related to childhood practice.
- 3 Provide evidence of professional practice related to childhood practice.
- 4 Provide evidence of autonomy, accountability and working with others related to childhood practice.
- 5 Create a personal profile to recognise prior learning and experience.

This Unit is within the framework of the PDA Childhood Practice at SCQF level 9 to provide a consistent approach for the recognition of a candidate's prior learning and experience prior to entry to the PDA Childhood Practice award at SCFQ level 9.

General information (cont)

Recommended prior knowledge and skills

Candidates should be working at (or aspiring to) Lead Practitioner/Manager level within a day care service for children and young people

Candidates may already have or be working towards qualifications that meet the requirements of the Scottish Social Service Council for practitioner (SCQF level 7 and/or SCQF level 8).

Credit points and level

2 Higher National Unit credits at SCQF level 9: (16 SCQF credit points at SCQF level 9*)

**SCQF credit points are used to allocate credit to qualifications in the Scottish Credit and Qualifications Framework (SCQF). Each qualification in the Framework is allocated a number of SCQF credit points at an SCQF level. There are 12 SCQF levels, ranging from Access 1 to Doctorates.*

Core Skills

Opportunities to develop aspects of Core Skills are highlighted in the Support Notes of this Unit specification.

There is no automatic certification of Core Skills or Core Skill components in this Unit.

Context for delivery

If this Unit is delivered as part of a Group Award, it is recommended that it should be taught and assessed within the subject area of the Group Award to which it contributes.

This Unit is an optional Unit within the Group Award Childhood Practice: SCQF Level 9 qualification.

Candidates may use this Unit:

- ◆ to identify their current Core Skills.
- ◆ to recognise the value of their existing qualifications.
- ◆ to prepare for progression to a higher level of qualification or employment.
- ◆ to develop other skills in preparation for the next stage of their career.

Candidates will require regular, but non-directive, support to develop and demonstrate their ability to understand and apply this process. Support can be provided through a wide range of group and individual tutorial activities and guidance.

Higher National Unit specification: statement of standards

Unit title: Childhood Practice: Recognition of Prior Learning and Experience

Unit code: H18B 36

The sections of the Unit stating the Outcomes, Knowledge and/or Skills, and Evidence Requirements are mandatory.

Where evidence for Outcomes is assessed on a sample basis, the whole of the content listed in the Knowledge and/or Skills section must be taught and available for assessment. Candidates should not know in advance the items on which they will be assessed and different items should be sampled on each assessment occasion.

Outcome 1

Identify own professional practice values, commitment, knowledge, skills, abilities and prior achievement.

Knowledge and/or Skills

- ◆ Reflect on own professional practice experiences and learning
- ◆ Identify your personal and professional within these experiences and learning
- ◆ Provide evidence of the learning claimed
- ◆ Apply your learning and professional practice experiences to childhood practice

Evidence Requirements

Candidates will need to provide evidence to demonstrate their Knowledge and/or Skills by showing that they can:

- ◆ gather evidence of his/her own personal and professional skills, qualities and achievements.
- ◆ effectively analyse the evidence gathered.
- ◆ give and receive effective feedback.

Higher National Unit specification: statement of standards (cont)

Unit title: Childhood Practice: Recognition of Prior Learning and Experience

Outcome 2

Provide evidence of professional knowledge and understanding related to childhood practice.

Knowledge and/or Skills

- ◆ Reflect on children and childhood, frameworks and programmes, systems and professional responsibilities
- ◆ Provide evidence of a broad and balanced knowledge and understanding of children and childhoods
- ◆ Provide evidence of an understanding of the content of relevant organisational frameworks and statements of principles for supporting and enabling play, learning opportunities and experiences
- ◆ Provide evidence of their understanding of the principle features of local, national and international systems, and of policies, practices, and legal requirements for working with children and young people
- ◆ Provide evidence of their knowledge of the breadth of the service and the professional roles and responsibilities of Early Years and Childcare workers within it
- ◆ Relate to SCQF level descriptor

Evidence Requirements

Candidates will need to provide evidence to demonstrate their Knowledge and/or Skills by showing that they can:

- ◆ gather evidence of his/her own knowledge and understanding.
- ◆ effectively analyse the evidence gathered.
- ◆ a broad knowledge of childhood practice in general.
- ◆ knowledge that is embedded in the main theories, concepts and principles related to childhood practice.
- ◆ an awareness of the evolving/changing nature of knowledge and understanding within childhood practice.
- ◆ give and receive effective feedback.
- ◆ produce a reliable reflective report.

Higher National Unit specification: statement of standards (cont)

Unit title: Childhood Practice: Recognition of Prior Learning and Experience

Outcome 3

Provide evidence of professional practice related to childhood practice.

Knowledge and/or Skills

- ◆ Reflect on supporting and planning for play, learning opportunities and experiences
- ◆ Provide evidence of supporting environments that are safe, secure, caring and nurturing, and inclusive
- ◆ Provide evidence of positive and caring relationships with children and family
- ◆ Provide evidence of supporting balanced and flexible programmes that support play and learning opportunities and encourage children to be healthy, active and achieving.
- ◆ Provide evidence of recording children's learning and/or tracking of children's progress and the planning for transitions
- ◆ Provide evidence of engaging in professional reflection for continuing improvement
- ◆ Relate to SCQF level descriptor

Evidence Requirements

Candidates will need to provide evidence to demonstrate their Knowledge and/or Skills by showing that they can:

- ◆ gather evidence of his/her own professional childhood practice.
- ◆ use some of the basic and routine professional skills, techniques, practices and/or materials associated with childhood practice.
- ◆ practise these in both routine and non-routine contexts.
- ◆ effectively analyse the evidence gathered.
- ◆ give and receive effective feedback.
- ◆ produce a reliable reflective report.

Higher National Unit specification: statement of standards (cont)

Unit title: Childhood Practice: Recognition of Prior Learning and Experience

Outcome 4

Provide evidence of autonomy, accountability and working with others related to childhood practice.

Knowledge and/or Skills

- ◆ Reflect on communication, collaboration and partnership
- ◆ provide evidence of supporting teamwork and collaboration
- ◆ provide evidence of working with parents and carers, families and communities
- ◆ provide evidence of working with other agencies and other children's services
- ◆ Provide evidence of engaging in professional reflection for continuing improvement.
- ◆ Relate to SCQF level descriptor

Evidence Requirements

Candidates will need to provide evidence to demonstrate their Knowledge and/or Skills that they can:

- ◆ gather evidence of his/her own professional childhood practice.
- ◆ effectively analyse the evidence gathered.
- ◆ exercise some initiative and independence in carrying out defined activities at a professional level.
- ◆ take supervision in less familiar areas of work within childhood practice.
- ◆ take some managerial responsibility for the work of others within a defined and supervised structure.
- ◆ manage limited resources within defined areas of work.
- ◆ take the lead in implementing agreed plans in familiar or defined contexts.
- ◆ take account of own and others' roles and responsibilities in carrying out and evaluating tasks.
- ◆ work with others in support of current professional childhood practice under guidance.
- ◆ give and receive effective feedback.
- ◆ produce a reliable reflective report.

Higher National Unit specification: statement of standards (cont)

Unit title: Childhood Practice: Recognition of Prior Learning and Experience

Outcome 5

Create a personal profile to recognise prior learning and experience.

Knowledge and/or Skills

- ◆ Apply principles of recognition of prior learning and experience
- ◆ The nature and level of personal and professional transferable skills related to childhood practice
- ◆ Details about the personal and professional skills, qualities and achievements which he/she has developed through professional journey

Evidence Requirements

Candidates will need to provide evidence to demonstrate their Knowledge and/or Skills that they can:

- ◆ gather evidence of his/her own professional childhood practice.
- ◆ effectively analyse the evidence gathered.
- ◆ present three reliable reflective reports of his/her own prior learning and experience.
- ◆ present and evaluate arguments, information and ideas which are routine to the childhood practice.
- ◆ use a range of approaches to addressing defined and/or routine problems and issued within familiar contexts.
- ◆ give and receive effective feedback.
- ◆ produce a Prior Learning and Experience Personal Profile identifying own professional journey.
- ◆ produce a reliable, consistent and valid recognition of prior learning and experience document.

Higher National Unit specification: support notes

Unit title: Childhood Practice: Recognition of Prior Learning and Experience

This part of the Unit specification is offered as guidance. The support notes are not mandatory.

While the exact time allocated to this Unit is at the discretion of the centre, the notional design length is 80 hours.

Guidance on the content and context for this Unit

This Unit is within the framework of the PDA Childhood Practice at SCQF level 9 to provide a consistent approach for the recognition of a candidate's prior learning and experience prior to entry to the award at SCFQ level 9.

It may also be used as a stand-alone Unit.

It is designed to allow candidates to take recognise and take responsibility for their own learning and development in relation to Childhood Practice.

In particular it provides a framework for the recognition of their prior learning and experience — to identify their professional values and personal commitment and their professional knowledge, skills and abilities, based on the SCQF level descriptors. This Unit will allow candidate's to identify their knowledge and practice level and confer value to their existing qualifications.

Outcome 1

Identify own professional practice values, commitment, knowledge, skills, abilities and prior achievement.

Outcome 2

Provide evidence of professional knowledge and understanding related to childhood practice.

Outcome 3

Provide evidence of professional practice related to childhood practice.

Outcome 4

Provide evidence of autonomy, accountability and working with others related to childhood practice.

Higher National Unit specification: support notes (cont)

Unit title: Childhood Practice: Recognition of Prior Learning and Experience

Outcome 5

Create a personal profile to recognise prior learning and experience.

The Unit may be delivered to a group of learners or to individuals but there must be recognition that the majority of the evidence presented should be based on the candidate identifying and reflecting on their own professional journey.

Tutors may present learning and teaching for Outcome 1 and support for the presentation of the evidence gathered and the report to be produced for Outcome 5. Candidates should expect regular one-to-one sessions with their tutor and discussions with the class to enable them to share experiences about progress, development and evaluation. This need not be physical class meetings, but may be supported by discussion forums or through virtual learning environments.

Guidance on the delivery of this Unit

This Unit may be delivered to a group of candidates or to individuals as required. It will require regular, but non-directive support to allow candidates to develop and demonstrate their ability to understand and apply this process of recognising their prior learning and experience. The tutor can provide support through a wide range of group and individual tutorial activities and guidance.

Guidance on the assessment of this Unit

The assessment for this Unit should be undertaken in an integrated and cohesive manner and will be assessed holistically. To achieve this Unit, the candidate should develop and present a portfolio of evidence — recognition of prior learning and experience (**Prior Learning and Experience Personal Profile**). The activities associated with the Unit should provide ample opportunities for candidates to generate and gather the required evidence of achievement.

Candidates should have the opportunity to present their personal and professional skills and qualities, their existing qualifications and their identified Core Skills in a portfolio of evidence. The recognition of the value of their prior learning and experience should be aligned to current guidelines presented by SQA for the identification of credits and Core Skills, the SCQF level descriptors, and current requirements of SSSC in relation to accepted qualifications.

Higher National Unit specification: support notes (cont)

Unit title: Childhood Practice: Recognition of Prior Learning and Experience

Assessment Guidelines

Candidates should have the opportunity to present their personal and professional skills and qualities, their existing qualifications and their identified Core Skills in a portfolio of evidence. The recognition of the value of their prior learning and experience should be aligned to current guidelines presented by SQA for the identification of credits and Core Skills, the SCQF level descriptors, and current requirements of SSSC in relation to accepted qualifications.

This Unit is assessed holistically through the evidence gathering process and the compilation of a personal profile.

Outcomes 1, 2, 3, 4 and 5 can be assessed holistically.

Candidates will need to provide evidence to demonstrate that they can meet all the knowledge and skills for all five Outcomes by presenting their **Prior Learning and Experience Personal Profile** with supporting evidence.

It is anticipated that the **Prior Learning and Experience Personal Profile** will be in a suitably referenced format similar to that noted below:

- ◆ Title page — profile title, author, date
- ◆ Declaration of own work (centres may wish to include a signed declaration from the candidate to confirm the authenticity of the work)
- ◆ Contents page
- ◆ Introduction — short description of own professional journey including own professional practice values and commitment
- ◆ Reflective report of own professional knowledge and understanding related to childhood practice
- ◆ Reflective report of own professional practice related to childhood practice
- ◆ Reflective report of own autonomy, accountability and working with others related to childhood practice

With supporting evidence, such as:

- ◆ Certification of Qualifications
- ◆ Evidence of professional journey, previous and current job roles, ie job description
- ◆ Evidence of on-going CPD

Online and Distance Learning

It may be possible to deliver the Unit by this route and if the Unit is delivered by open learning methods, additional resources will be required for candidate support, assessment and quality assurance.

Higher National Unit specification: support notes (cont)

Unit title: Childhood Practice: Recognition of Prior Learning and Experience

Opportunities for developing Core Skills

There are opportunities to develop the Core Skill(s) of *Communication, Working with Others* and *Problem Solving* in this Unit, although there is no automatic certification of Core Skills or Core Skills components.

Candidates who use the ICT or the Internet to gather evidence will also have opportunities to develop skills in *Information and Communications Technology (ICT)* and *Numeracy* depending on the variety of data gathered and the form in which the data is presented.

The Unit will assist candidates to identify their current Core Skill level and help them to identify and pursue further opportunities for their development.

Disabled candidates and/or those with additional support needs

The additional support needs of individual candidates should be taken into account when planning learning experiences, selecting assessment instruments, or considering whether any reasonable adjustments may be required. Further advice can be found on our website www.sqa.org.uk/assessmentarrangements

History of changes to Unit

Version	Description of change	Date

© Scottish Qualifications Authority 2012

This publication may be reproduced in whole or in part for educational purposes provided that no profit is derived from reproduction and that, if reproduced in part, the source is acknowledged.

Additional copies of this Unit specification can be purchased from the Scottish Qualifications Authority. Please contact the Business Development and Customer Support team, telephone 0303 333 0330.

General information for candidates

Unit title: Childhood Practice: Recognition of Prior Learning and Experience

This Unit is designed to allow you recognise and take responsibility for your own learning and development in relation to Childhood Practice.

In particular it provides a framework for the recognition of your prior learning and experience — to identify your professional values and personal commitment your professional knowledge, skills and abilities, based on the SCQF level descriptors.

This Unit will allow you to identify your knowledge and practice level and recognise the value of your existing qualifications.

On completion of the Unit you should be able to:

- ◆ identify your own professional practice values, commitment, knowledge, skills, abilities and prior achievement.
- ◆ provide evidence of your professional knowledge and understanding related to childhood practice.
- ◆ provide evidence of your professional practice related to childhood practice.
- ◆ provide evidence of your autonomy, accountability and working with others related to childhood practice.
- ◆ create a personal profile to recognise prior learning and experience.

This Unit is within the framework of the PDA Childhood Practice at SCQF level 9 to provide a consistent approach for the recognition of a candidate's prior learning and experience prior to entry to the award at SCFQ level 9.

As you progress through this Unit you will be gathering evidence to demonstrate that you can meet all the knowledge and skills for all five Outcomes for presentation in your **Prior Learning and Experience Personal Profile** with supporting evidence.

It is anticipated that your **Prior Learning and Experience Personal Profile** will be in a suitably referenced format similar to that noted below:

- ◆ Title page — profile title, author, date
- ◆ Declaration of own work (centres may wish to include a signed declaration from the candidate to confirm the authenticity of the work)
- ◆ Contents page
- ◆ Introduction — short description of your own professional journey including own professional practice values and commitment
- ◆ Reflective report of your own professional knowledge and understanding related to childhood practice
- ◆ Reflective report of your own professional practice related to childhood practice
- ◆ Reflective report of your own autonomy, accountability and working with others related to childhood practice

General information for candidates (cont)

Unit title: Childhood Practice: Recognition of Prior Learning and Experience

With supporting evidence, such as:

- ◆ Certification of Qualifications
- ◆ Evidence of professional journey, previous and current job roles, ie job description
- ◆ Evidence of on-going CPD

In order to achieve this Unit, candidates are required to present sufficient depth of evidence that they have met all the knowledge and skill requirements for each Outcome. Details of these requirements are given for each Outcome.