



# **Arrangements Document**

## **G9YW 48 Professional Development Award in Online Protection and Safeguarding of Children at SCQF Level 8**

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# 1 Introduction

This is the Arrangements Document for the new Professional Development Award (PDA) in Online Protection and Safeguarding of Children at SCQF Level 8 (Group Award Code G9YW 48) which was validated in September 2009. This document includes: background information on the development of the Group Award, its aims, guidance on access, details of the Group Award structure, and guidance on delivery.

## 2 Title

The title for this award is:

***Professional Development Award in Online Protection and Safeguarding of Children at SCQF Level 8***

## 3 Rationale

### 3.1 Nature and purpose of the award

The award is designed to provide a formal qualification for individuals working in the field of child protection. These individuals will normally have completed CEOPs 'Ambassador Training Programme' or a similar programme and be actively involved in delivering training to 11-16 year-olds or have other professional responsibilities in online child protection. The award comprises of two HN Units at SCQF Level 8, resulting in the group award being levelled at SQCF Level 8.

### 3.2 Need for the qualification

The qualification arose from discussions between SQA and the Child Exploitation and Online Protection centre (CEOP).

CEOP is part of UK law enforcement and is affiliated to the Serious Organised Crime Agency (SOCA). Among its many duties, CEOP provides training to teachers, social workers, police officers and others, on child protection.

CEOP offer a comprehensive suite of training programmes for those who work with children and for those who are involved in detecting and prosecuting offenders. There are two specific training programmes for those working with 11-16 year olds:

- the 'ThinkUKnow programme' which a ½ day basic awareness programme
- the 'CEOP Training Ambassador programme' is a one day follow-on programme that seeks to "train the trainer" on Internet safety and child protection. Upon completion of this programme, delegates are able to deliver the 'ThinkUKnow programme'

CEOP have requested that SQA develop a qualification to cover the Ambassador curriculum.

### **3.3 Target client group**

The target client group is individuals including teachers, social workers and police officers who have already attended CEOPs 'Ambassador Training Programme' or undertaken similar training. Candidates must attend the 'ThinkUKnow' half day programme and be Disclosure Checked (or its equivalent UK wide) prior to undertaking the Ambassador programme.

To date, 25,000 people have undertaken ThinkUKnow and 5,000 have completed the Ambassador programme. These programmes are delivered across the UK and demand for places is high, eg 100 teachers undertook the Ambassador programme at one event in Perth in May 2009.

Candidates will be normally expected to complete the PDA within six months of attending the Ambassador course. Completion of the PDA will involve additional study and research on the part of candidates.

### **3.4 Progression routes**

This is a standalone award which is not expected to lead to any progression opportunities.

### **3.5 Links to National Occupational Standards**

Skills for Care and Development is the main Sector Skills Council involved in specifying National Occupational Standards in the area of Child Protection. At present their standards make no explicit reference to the Online Protection of Children.

### **3.6 Core and Transferable Skills**

The award does not include any explicit recognition of core or transferable skills, but some of its content may contribute towards these. The unit entitled *Online Protection of Children* has scope to develop IT core skills as part of the students' learning and assessment activities.

## **4 Aims of the Award**

### **4.1 Specific Aims**

This award is new and does not replace any existing award. It provides an opportunity for candidates to group together Units relating to the theme of online child protection at SCQF level 8.

The general aim of these awards is to produce robust qualifications that allow a candidate to enhance their vocational education and centres to provide a solid grounding to candidates. This is achieved by:

- developing specific knowledge and skills relating to online child protection
- improving professional effectiveness
- application of knowledge to new technology
- meeting skills gaps identified by CEOP

### **4.2 Other Aims**

The other aims of the award are to provide candidates with the opportunity to:

- describe online technologies and social media, and how children engage with these.
- explain the threats posed to children by online technologies and social media.
- identify offender behaviour relating to online technologies and social media.
- provide advice about the safe use of online technologies and social media.
- review their own training reflectively to identify key areas of learning.
- demonstrate the incorporation of key areas into ongoing professional practice.
- formulate an approach to continuing professional development in key areas.
- develop employment skills which are directly related to running training programmes in online child protection

## **5 Recommended Access to the Award**

Access to the award is restricted to individuals including teachers, social workers and police officers who have already attended CEOPs 'Ambassador Training Program' or undertaken similar training.

## 6 Structure of the Award

All units are mandatory within the framework of the PDA in Online Protection and Safeguarding of Children at SCQF level 8. The framework for the award is as follows:

### PDA in Online Protection and Safeguarding of Children

Unit title	Code	SCQF Credit Points	SCQF level	SQA Credit Value
Online Protection of Children	F82F 35	8	8	1
Safeguarding Children Online: Reflective Practice	F82G 35	8	8	1

## 7 Conditions of Award

Satisfactory achievement of both mandatory units will enable candidates to gain the PDA in Online Protection and Safeguarding of Children at SCQF level 8.

## 8 Approaches to Delivery and Assessment

### 8.1 Delivery

The content relevant to Online Protection of Children will be delivered to candidates when they attend the 1-day Ambassador Training Course. Supplemental content will be available online.

There is no new content in Safeguarding Children Online: Reflective Practice, as this unit focuses on candidates' own experience of delivering the ThinkUKnow training programme.

### 8.2 Assessment

The Online Protection of Children unit will be assessed using a single instrument of assessment. Candidates are required to undertake a written or oral assessment to appraise their knowledge and understanding of all of the outcomes. This assessment may be a constructed response or selected response test. If a selected response test is used (either paper-based or online), the questions must be appropriate to the outcome; in the case of Outcome 4, this will require scenario-type questions to assess their ability to provide advice and ensure that the knowledge and understanding requirements are at SCQF Level 8.

This assessment should be conducted under supervised conditions and be timed. The assessment may sample unit contents. A single pass mark should be defined and used as the basis of assessment.

For the purposes of re-assessment, candidates may resit a single holistic assessment or resit on an outcome-by-outcome basis<sup>1</sup>. Re-assessment must be done under the same conditions as first-time assessments.

The Safeguarding Children Online: Reflective Practice Unit will be assessed by means of a single instrument of assessment which will require the candidate to produce a reflective log of the impact of his/her training in Online Protection of Children on his/her own professional practice. The log can be in any appropriate form chosen by the candidate and approved by his/her tutor, for example a logbook or a blog. The log should be completed within six months of attending the Ambassador training course.

It would be possible to integrate assessment for the two units by including a section in the Reflective Report demonstrating the candidate's knowledge and understanding of all the Outcomes in the Online Protection of Children unit.

Exemplar instruments of assessment and marking guidelines have been produced to show the national standard of achievement required at SCQF level 8.

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<sup>1</sup> Given that failing a holistic assessment means that all outcomes are failed, re-assessment by outcome (rather than another holistic assessment) would have to be carried out for all four outcomes.

## 9 General information for candidates

This award is designed to provide a formal qualification for individuals working in the field of child protection who have completed CEOPs 'Ambassador Training Programme' (or equivalent) and are actively involved in delivering the 'Think U Know' (or equivalent) program to 11-16 year-olds or are otherwise professionally involved in the online protection of children.

The Online Protection of Children unit is intended for students who have completed CEOP's Ambassador Training Course, or equivalent, and who want formal certification of their knowledge and skills. As such, the content of this unit matches the contents of the Ambassador programme.

At the completion of this unit, candidates will be able to:

- describe online technologies and social media, and how children engage with these
- explain the threats posed to children by online technologies and social media
- identify offender behaviour relating to online technologies and social media
- provide advice about the safe use of online technologies and social media.

The unit is intended for adults who need to know more about the threats posed to children by online technologies (including mobile technologies such as mobile phones) and social media (such as social networks). The unit is agnostic about the uses of these technologies; their advantages are introduced as well as their potential abuses. It includes offenders' motivations for misusing these technologies, and the strategies they deploy to identify, locate, befriend and abuse young people.

Contemporary legislation relating to the protection of children is introduced together with the national agencies with special responsibilities in this area. Practical advice is provided about the services provided by these agencies, the resources available to protect children and combat offenders, and how to access and use these resources.

The Safeguarding Children Online: Reflective Practice unit is intended for candidates working in a professional environment which involves the delivery of training in Online Protection of Children. It allows candidates to explore the main issues that surround the provision of training in Online Child Protection in a professional environment. Candidates will be expected to produce a reflective account which will allow them to demonstrate their skills and knowledge of Online Child Protection. They will be able to show that they can provide evidence that they have achieved the following aims of the Unit:

- 1 Review own training reflectively to identify key areas of learning.
- 2 Demonstrate the incorporation of key areas into ongoing professional practice.
- 3 Formulate an approach to continuing professional development in key areas.

The nominal duration of each credit is 40 hours. Since the PDA consists of two credits, candidates might expect to spend around 160 of study time, attracting 16 SCQF points.

Satisfactory achievement of both mandatory units will enable candidates to gain the PDA in Online Protection and Safeguarding of Children at SCQF level 8.

The award does not include any explicit recognition of core or transferable skills, but some of its content may contribute towards these. The unit entitled *Online Protection of Children* has scope to develop IT core skills as part of the your learning and assessment activities.

## **Unit Specifications**

## Higher National Unit Specification

### General information for centres

**Unit title:** Online Protection of Children

**Unit code:** F82F 35

**Unit purpose:** This unit is designed to provide knowledge and skills relating to the protection of children while they are using the Internet and related technologies and media. It is intended for adults who will be responsible for providing advice and delivering training relating to online child protection to both adults and children.

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

1. Describe online technologies and social media, and how children engage with these.
2. Explain the threats posed to children by online technologies and social media.
3. Identify offender behaviour relating to online technologies and social media.
4. Provide advice about the safe use of online technologies and social media.

**Credit points and level:** 1 HN credit(s) at SCQF level 8: (8 SCQF credit points at SCQF level 8\*)

*\*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.*

**Recommended prior knowledge and skills:** Candidates should have prior knowledge of Online Protection of Children. This may be demonstrated by having successfully completed the CEOP Thinkuknow course and attended the CEOP Ambassador course.

**Core Skills:** There are no opportunities to develop Core Skills in this Unit.

## Higher National Unit Specification

### General information for centres

**Unit title:** Safeguarding Children Online: Reflective Practice

**Unit code:** F82G 35

**Unit purpose:** This Unit is designed to provide evidence that the candidate has reflected upon the knowledge and skills acquired throughout his or her own training in Online Child Protection and integrated them into his/her ongoing professional practice.

On completion of the Unit, the candidate will be able to:

- 1 Review his/her own training reflectively to identify key areas of learning.
- 2 Demonstrate the incorporation of key areas into ongoing professional practice.
- 3 Formulate an approach to continuing professional development in key areas.

**Credit points and level:** 1 HN Credits at SCQF level 8: (8 SCQF credit points at SCQF level 8\*)

*\*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.*

**Recommended prior knowledge and skills:** Candidates must have completed Unit F82F 35 Online Protection of Children and be applying this in professional practice prior to attempting this unit.

**Core Skills:** There may be opportunities to gather evidence towards Core Skills in this Unit, although there is no automatic certification of Core Skills or Core Skills components.

**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.

**Assessment:** This Unit will be assessed by a single instrument of assessment which will require the candidate to produce a reflective report on the impact of training in Online Protection of Children on his/her own professional practice.

As a number of Outcomes are assessed together an assessor must ensure that each Outcome has been achieved by the candidate to successfully achieve a pass in this Unit.