



**Arrangements for:**  
**SQA Advanced Certificate in**  
**Poultry Production**

**Group Award Code: GN25 47**

**Publication date: November 2017**

**Version: 01**

## **SQA Advanced Certificate**

### **Acknowledgement**

SQA acknowledges the valuable contribution that Scotland's colleges have made to the development of SQA Advanced Qualifications.

## SQA Advanced Certificate

### History of changes

It is anticipated that changes will take place during the life of the qualification and this section will record these changes. Centres are advised to check SQA Connect to confirm they are using the up to date qualification structure.

**NOTE:** Where a unit is revised by another unit:

- ◆ No new centres may be approved to offer the unit which has been revised.
- ◆ Centres should only enter students for the unit which has been revised where they are expected to complete the unit before its finish date.

Version number	Description	Date

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### **1 Introduction**

This is the Arrangements Document for the SQA Advanced Certificate in Poultry Production. 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.

The SQA Advanced Certificate in Poultry Production is designed as a poultry-specific vocational award that will equip candidates with the knowledge, understanding and skills to secure employment in the poultry industry.

## **2 Rationale**

SQA Advanced Certificates and SQA Advanced Diplomas are designed to equip candidates with the knowledge, understanding and skills required for success in current and future employment or for progression to further academic and/or professional qualifications.

### 3 Aims of the group award

#### 3.1 General aims of the group award:

- 1 to develop candidates who have an understanding not only of appropriate production techniques and technologies, but a general knowledge of the scientific and business principles which underpin the industry and of the environmental context in which the sector operates
- 2 to provide a candidate-centred learning environment that will stimulate candidates to reach their full intellectual potential and develop production management skills, independence of thought and an enquiring mind
- 3 to contribute to the high and sustained demand by employers in the poultry sector of the food industry for personnel with appropriate knowledge and skills
- 4 to assist in the transfer of relevant knowledge and skills from the Scottish Agricultural College's (SAC) research and development programme to the food and land-based sectors

#### 3.2 Specific aims of the group award:

- 6 to provide candidates with a firm foundation in the global poultry production industry and detailed understanding of current production systems and technologies
- 7 to develop relevant scientific understanding.
- 8 to develop an understanding of poultry welfare and behaviour
- 9 to develop core skills in *Communication, Problem Solving, Information Technology, Numeracy* and *Working with Others*
- 10 to prepare candidates for employment in the poultry sector and for further vocational training in the industry

#### 3.3 Target groups

This group award will be suitable for a wide range of candidates including:

- ◆ school leavers
- ◆ returners to education
- ◆ candidates studying courses within the Scottish Wider Access Programme (SWAP), eg Animal Studies, or other relevant NC Courses
- ◆ candidates in employment who wish to enhance their career prospects
- ◆ People changing direction/seeking a change in career
- ◆ part-time candidates wishing to broaden skills and knowledge

### 3.4 Employment opportunities

The poultry industry forms a significant part of the UK food industry and demand for trained personnel with a good background in the poultry sector is high. On successful completion of the SQA Advanced Certificate in Poultry Production, employment opportunities exist in:

- ◆ production units
- ◆ hatchery units
- ◆ poultry processing
- ◆ feed manufacture
- ◆ inspection services
- ◆ technical support
- ◆ quality assurance



## 4 Access to the group award

As with all SQA qualifications, access to the group award will be at the discretion of the centre. The primary criterion to be satisfied by an applicant seeking entry will be that he or she has a realistic chance of succeeding and benefiting from taking the programme, thus the following recommendations are for guidance only.

### Formal qualifications

Suitable formal qualifications for admission to the SQA Advanced Certificate in Poultry Production are as follows:

- ◆ five Standard Grades (or equivalent) at SCQF level 4 to include evidence of Numeracy and Communication Skills at SCQF level 4
- ◆ two Higher grades (SCQF Level 6) or one A Level (SCQF level 7)

Alternatively, passes in appropriate SQA National Units will be recognised as qualifications for entry to the programme, as will appropriate Scottish Wider Access Programme (SWAP) qualifications.

Accreditation of prior experiential learning or alternative formal qualifications will be considered on an individual candidate basis.

### Work experience

Mature candidates with suitable relevant work-based learning and experience in lieu of normal entry requirements may be accepted provided that the centre is satisfied that the candidate is able to cope with the course and is likely to benefit from undertaking the group award.

### Recommended core skills entry level

It would be beneficial if candidates possessed the following core skills profile on entry:

Core skill	SCQF level
Communication	4
Information Technology	4
Numeracy	4
Problem Solving	4
Working with Others	4

### Applications to individual or clusters of units

It is envisaged that candidates may wish to study individual units or clusters of units for personal interest and development. In addition, units may be selected from the programme for Continuing Professional Development (CPD) as required by individual candidates based in employment. Access statements in these cases may differ from that of the group award. When admitting candidates into individual units, admissions staff should consider the ability of the candidate to undertake the unit and, in particular, the need to ascertain how a pre-requisite skill or knowledge base will be satisfied.

## 5 Group award structure

### 5.1 Framework

To achieve the SQA Advanced Certificate in Poultry Production, a candidate is required to attain all the mandatory units (12 SQA credits/96 SCQF credit points).

Unit title	Code	SCQF credit points	SCQF level	SQA credit value
Poultry Meat Production Systems	HW9P 47	8	7	1
Poultry Egg Production Systems	HW9N 47	8	7	1
Poultry Health	HW9V 47	8	7	1
Poultry Welfare and Behaviour	HW9T 47	8	7	1
Poultry Nutrition and Feed Formulation	HW9R 47	8	7	1
Avian Physiology	HW9L 47	8	7	1
Incubation of Hatching Eggs	HW9M 47	8	7	1
Poultry Buildings and Mechanisation	HW9K 47	8	7	1
Pollution and Waste Management: an Introduction	HW9J 47	8	7	1
Business Management: an Introduction	HW9H 47	8	7	1
Information Technology: Applications Software 1	HP6L 47	8	7	1
Poultry Production: Graded Unit 1	HW9W 47	8	7	1

\* 1 credit = 8 SCQF credit points

#### Graded unit information

The purpose of the graded unit is to assess candidates' ability to integrate and apply the knowledge and/or skills gained in the individual units to demonstrate that they have achieved the principal aims of the group award, and to grade the candidates' achievement. The graded unit also provides an opportunity to develop the core skills of *Problem Solving*, *Numeracy*, *Communication* and *Information Technology* in an integrated way within the context of the course.

Candidates will be required to complete a one-credit graded unit at SCQF level 7 for the SQA Advanced Certificate in Poultry Production. This could involve the development of recommendations for optimising productivity of a poultry production unit, and candidates would produce a report covering the planning, developing and evaluation stages of their project (case study). This closely fits the aims of the SQA Advanced Certificate in Poultry Production, and will allow candidates to integrate their knowledge and understanding of poultry production and the poultry industry, while developing their core skills within a businesslike environment.

### Recommended entry and exit levels for core skills

Core Skill	Recommended minimum Entry level	Recommended Exit level
Communication	4	5
Information Technology	4	6
Numeracy	4	5
Problem Solving	4	5
Working with Others	4	5

Mapping of the core skills within the group award can be found in Appendix 2.

### 5.2 Mapping information

The aims of the group award are met within the units, all of which are mandatory. The mapping of these general and specific aims throughout the framework is indicated in Appendix 1. The graded unit is particularly important in meeting the overall aims of the group award.

### 5.3 Sector Skills

Sector Skills Councils are now taking prominent positions within the development and structure of vocational training, as well as providing National Occupational Standards (NOS) to be met within each subject area. LANTRA (The Sector Skills Council for the environmental and land-based sector) provide Agricultural Livestock Standards relevant to this group award and these have been mapped, at Level 3, against unit content. There is also limited overlap with the Agricultural Management Standards at Level 4. This mapping is given in Appendix 3, and indicates the commonality of course content with workplace-based National/Scottish Vocational Qualifications (NVQ/SVQs).

### 5.4 Higher education

Articulation arrangements exist between a number of Scottish, UK and international universities where SQA Advanced Certificates and Diplomas will be accepted as advanced entry to either the second or third year of a related degree programme. Depending on the specific degree programme, certain units may be required as part of the SQA Advanced Certificate/Diploma. The optional section of the framework is sufficiently broad to ensure that centres are able to comply with reasonable articulation requests. A high proportion of our candidates have articulated to degree programmes and successfully completed them.

### 5.5 Professional bodies

SQA Advanced Certificates and Diplomas are recognised by many professional bodies. Candidates achieving an SQA Advanced Certificate/Diploma may meet the professional body entry requirements. Candidates may also gain partial and full exemptions to professional body exams.

## 6 Approaches to delivery and assessment

### 6.1 Content and context

The delivery of units will be by a combination of lectures, tutorials, laboratory and farm-based practical classes, discussion groups and industrial visits.

The group award can be offered full time, part time or could be developed for distance/flexible delivery. Candidates may also wish to study individual units and the poultry-specific units, in particular, may be attractive to industry employees for CPD. A future possibility could be to develop a SQA Professional Development Award (PDA) aligned to National Occupational Standards in the poultry industry.

There is reasonable flexibility in the sequence of unit delivery, although it is essential that the order is developed with the requirements of the graded unit in mind. A possible timetable for delivery is indicated in Appendix 4.

The overall assessment strategy under the SQA Design Principles is to encourage a more holistic approach to assessment and this has been adopted within the group award. The SQA Advanced Unit specification places the emphasis on reducing the assessment load for both candidates and centres by devising assessments that assess whole outcomes or combinations of outcomes within a unit. There may also be the opportunity to integrate some assessments across units and this would be encouraged as a further means of reducing assessment load and streamlining assessments.

The assessment of the graded unit should be undertaken in the latter part of the group award, since this unit is used to judge whether candidates have met the principal aims of the group award and to provide an indication of the level of performance. Candidates should be provided with detailed guidance on how to plan and prepare for their graded unit followed by regular tutorials to develop the skills required.

In addition to the specific, poultry skills covered in the award, employability will be enhanced through development of important, transferable core skills.

Additionally, while preparing job applications is not covered in a specific unit, candidates may be encouraged to use an e-portfolio (eg *Pebblepad*) for personal development planning. The group award is designed to provide practical skills in rearing birds and industrial visits should be included to complement course delivery.

### 6.2 Guidance on open learning

Full details on the suitability of individual units for open learning are contained in each individual unit specification. Overall, aspects of many units could be delivered on an open-learning basis but further consideration of practical components would be required. It would also be necessary to have procedures in place to authenticate the work produced by candidates who do not undertake assessments within the centre. Further information on open and distance-learning arrangements are available in SQA guides/publications.

## 7 General information for centres

### Equality and inclusion

The unit specifications making up this group award have been designed to ensure that there are no unnecessary barriers to learning or assessment. The individual needs of learners will be taken into account when planning learning experiences, selecting assessment methods or considering alternative evidence.

Further advice can be found on our website  
[www.sqa.org.uk/assessmentarrangements](http://www.sqa.org.uk/assessmentarrangements).

### Internal and external verification

All instruments of assessment used within this/these group award(s) should be internally verified, using the appropriate policy within the centre and the guidelines set by SQA.

External verification will be carried out by SQA to ensure that internal assessment is within the national guidelines for these qualifications.

Further information on internal and external verification can be found in *SQA's Guide to Assessment and Quality Assurance for Colleges of Further Education* ([www.sqa.org.uk](http://www.sqa.org.uk)).

## 8 General information for candidates

The SQA Advanced Certificate in Poultry Production has been designed to meet the demands and requirements for employment in the poultry industry, and prepare for further vocational training to develop and advance a career in this dynamic sector. It is suitable for a wide range of candidates including:

- ◆ school leavers
- ◆ returners to education
- ◆ candidates studying courses within the Scottish Wider Access Programme (SWAP), eg Animal Studies, or other relevant NC Courses
- ◆ candidates in employment who wish to enhance their career prospects
- ◆ people changing direction/seeking a change in career
- ◆ part-time candidates wishing to broaden skills and knowledge

The group award will be made on successful completion of the 12 mandatory SCQF level 7 units (96 SCQF credit points).

The course is structured over one year of full-time study, but can also be taken on a part-time basis (normally over two years, ie six units per academic session). It is delivered using a range of teaching and learning methods such as lectures, practical classes and tutorials, with farm/industry visits to supplement these college-based activities. You will study all aspects of poultry production such as health, welfare and nutrition, as well as learning about the buildings and equipment necessary for the efficient production of poultry eggs and meat. Environmental issues and a basic knowledge of business management are also included. Throughout the course you will have the opportunity to develop further your core skills in *Communication, Numeracy, Information Technology, Problem Solving* and *Working with Others*.

Assessments may include in-class tests, practical assessments, assignments, reports and projects. The overall strategy is to have a holistic approach to assessment and aim to minimise the assessment load.

The graded unit is designed to assess and grade your ability to provide a planning document indicating key milestones, prepare a development plan and then evaluate your management and effectiveness in producing the final recommendations. For this group award the assessment type is a case study covering a poultry production scenario, and this will be introduced to you at the start of the course. Tutors for the other units within the group award will explain how their particular unit might influence your graded unit assessment.

## SQA Advanced Certificate

The poultry industry forms a significant part of the UK food industry and demand for trained personnel with a good background in the poultry sector is high. On successful completion of the SQA Advanced Certificate in Poultry Production, you are likely to gain employment in:

- ◆ production units
- ◆ hatchery units
- ◆ poultry processing
- ◆ feed manufacture
- ◆ inspection services
- ◆ technical support
- ◆ quality assurance

Although the group award has been designed primarily as a route to employment in the poultry industry, there may be the opportunity to progress to the second year of a degree programme, such as Agriculture. You are advised to check entry requirements with the appropriate college/university admissions departments.

## 9 Glossary of terms

**SCQF:** This stands for the Scottish Credit and Qualification Framework, which is a way of speaking about qualifications and how they inter-relate. We use SCQF terminology throughout this guide to refer to credits and levels. For further information on the SCQF visit the SCQF website at [www.scqf.org.uk](http://www.scqf.org.uk)

**SCQF credit points:** One SQA Advanced credit is equivalent to 8 SCQF credit points. This applies to all SQA Advanced Units, irrespective of their level.

**SCQF levels:** The SCQF covers 12 levels of learning. SQA Advanced Units will normally be at levels 6–9. Graded units will be at level 7 and 8.

**Subject unit:** Subject units contain vocational/subject content and are designed to test a specific set of knowledge and skills.

**Graded unit:** Graded units assess candidates' ability to integrate what they have learned while working towards the units of the group award. Their purpose is to add value to the group award, making it more than the sum of its parts, and to encourage candidates to retain and adapt their skills and knowledge.

**Dedicated unit to cover core skills:** This is a non-subject unit that is written to cover one or more particular core skills.

**Embedded core skills:** This is where the development of a core skill is incorporated into the unit and where the unit assessment also covers the requirements of core skill assessment at a particular level.

**Signposted core skills:** This refers to the opportunities to develop a particular core skill at a specified level that lie outwith automatic certification.

**Qualification Design Team:** The QDT works in conjunction with a Qualification Manager/Development Manager to steer the development of the SQA Advanced Certificate/SQA Advanced Diploma from its inception/revision through to validation. The group is made up of key stakeholders representing the interests of centres, employers, universities and other relevant organisations.

**Consortium-devised SQA Advanced Certificates and SQA Advanced Diplomas** are those developments or revisions undertaken by a group of centres in partnership with SQA.

**Specialist single centre and specialist collaborative devised SQA Advanced Certificates and SQA Advanced Diplomas** are those developments or revisions led by a single centre or small group of centres who provide knowledge and skills in a specialist area. Like consortium-devised SQA Advanced Certificates and SQA Advanced Diplomas, these developments or revisions will also be supported by SQA.



## **10 Appendices**

Appendix 1: Mapping of aims and units

Appendix 2: Mapping of core skills and units

Appendix 3: Mapping of National Occupational Standards to units

Appendix 4: Suggested delivery schedule for units

**Appendix 1: Mapping of aims and units**

Unit code	Unit title	Aims								
		1	2	3	4	5	6	7	8	9
HW9P 47	Poultry Meat Production Systems	✓	✓	✓	✓	✓		✓	✓	✓
HW9N 47	Poultry Egg Production Systems	✓	✓	✓	✓	✓		✓	✓	✓
HW9V 47	Poultry Health	✓	✓	✓	✓	✓	✓	✓	✓	✓
HW9T 47	Poultry Welfare and Behaviour	✓	✓	✓	✓	✓		✓	✓	✓
HW9R 47	Poultry Nutrition and Feed Formulation	✓	✓	✓	✓	✓	✓		✓	✓
HW9L 47	Avian Physiology	✓	✓	✓	✓		✓		✓	✓
HW9M 47	Incubation of Hatching Eggs	✓	✓	✓	✓	✓	✓		✓	✓
HW9K 47	Poultry Buildings and Mechanisation	✓	✓	✓	✓	✓			✓	✓
HW9J 47	Pollution and Waste Management: an Introduction	✓	✓	✓	✓	✓	✓		✓	✓
HW9H 47	Business Management: an Introduction	✓	✓	✓	✓				✓	✓
HP6L 47	Information Technology Applications Software 1		✓	✓	✓				✓	✓
HW9W 47	Poultry Production: Graded Unit 1	✓	✓	✓	✓	✓	✓	✓	✓	✓

## Appendix 2: Mapping of core skills and units

No. = SCQF level of core skills development

All core skills are signposted, except where indicated with E (embedded and certificated).

Unit code	Unit title	Communication		Numeracy		Information Technology	Problem Solving			Working with Others
		Oral	Written	Using Number	Using Graphical Information		Critical Thinking	Planning and Organising	Reviewing and Evaluating	
HW9P 47	Poultry Meat Production Systems	6	6	6						
HW9N 47	Poultry Egg Production Systems		6	5						
HW9V 47	Poultry Health	6	6							
HW9T 47	Poultry Welfare and Behaviour		6				6			
HW9R 47	Poultry Nutrition and Feed Formulation			6	6	6	6	6	6	
HW9L 47	Avian Physiology	6	6							
HW9M 47	Incubation of Hatching Eggs			6	6		6	6	6	
HW9K 47	Poultry Buildings and Mechanisation			6	6					

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Unit code	Unit title	Communication		Numeracy		Information Technology	Problem Solving			Working with Others
		Oral	Written	Using Number	Using Graphical Information		Critical Thinking	Planning and Organising	Reviewing and Evaluating	
HW9J 47	Pollution and Waste Management: an Introduction		6				6		6	6
HW9H 47	Business Management: an Introduction	6	6	5				5		
HP6L 47	Information Technology Applications Software 1					6 E				
HW9W 47	Poultry Production: Graded Unit 1	5	5	5	5	6	5	5	5	

### Appendix 3: Mapping of National Occupational Standards to units

Unit code	Unit title	Equivalent Occupational Standards
HW9P 47	Poultry Meat Production Systems	Prepare for and maintain equipment and machines (CU28) Monitor and maintain the brooding and growth of young birds (LP39) Prepare, monitor and maintain a mechanically controlled livestock production environment (LP36) Monitor and maintain livestock and prepare them for transfer (LP32) Maintain, monitor and evaluate the provision of feed and water to livestock (LP27)
HW9N 47	Poultry Egg Production Systems	Establish and maintain egg production (LP43) Prepare for and maintain equipment and machines (CU28) Prepare, monitor and maintain a mechanically controlled livestock production environment (LP36) Monitor and maintain the collection, grading and preparation of eggs for transport (LP44) Maintain, monitor and evaluate the provision of feed and water to livestock (LP27)
HW9V 47	Poultry Health	Promote and maintain the healthy performance of livestock (LP25)
HW9T 47	Poultry Welfare and Behaviour	Establish, monitor and maintain conditions appropriate to the welfare of livestock (LP24)
HW9R 47	Poultry Nutrition and Feed Formulation	Maintain, monitor and evaluate the provision of feed and water to livestock (LP27)
HW9L 47	Avian Physiology	
HW9M 47	Incubation of Hatching Eggs	Monitor and maintain the receipt and selection of eggs for hatching (LP40) Monitor and maintain the loading and incubation of hatching eggs (LP41) Establish, monitor and maintain site hygiene and biosecurity (LP26) Monitor and maintain the hatching and despatch of poultry (LP42)
HW9K 47	Poultry Buildings and Mechanisation	Prepare for and maintain equipment and machines (CU28) Prepare, monitor and maintain a mechanically controlled livestock production environment (LP36) Construct and maintain structures and surfaces (CU18) Plan, monitor and evaluate the construction and maintenance of structures and surfaces (CU26)
HW9J 47	Pollution and Waste Management: an Introduction	Plan, monitor and evaluate the disposal of waste (LP37)
HW9H 47	Business Management: an Introduction	Maintain communications and records within the organisation (CU6) Develop plans to improve your marketing and sales (CU108) Plan how to improve the finances of the business (SFEDI) (G1) Recruit staff (SFEDI) (J4)
HP6L 47	Information Technology: Applications Software 1	Receive, transmit and store information within the workplace (CU7)

**Appendix 4: Suggested delivery schedule for units**

Unit code	Unit title	Term 1	Term 2	Term 3
HW9P 47	Poultry Meat Production Systems	✓		
HW9N 47	Poultry Egg Production Systems		✓	
HW9V 47	Poultry Health			✓
HW9T 47	Poultry Welfare and Behaviour	✓		
HW9R 47	Poultry Nutrition and Feed Formulation		✓	
HW9L 47	Avian Physiology	✓		
HW9M 47	Incubation of Hatching Eggs	✓		
HW9K 47	Poultry Buildings and Mechanisation		✓	
HW9J 47	Pollution and Waste Management: an Introduction			✓
HW9H 47	Business Management: an Introduction		✓	
HP6L 47	Information Technology: Applications Software 1	✓	✓	
HW9W 47	Poultry Production: Graded Unit 1			✓