

# Open Event 2023/24

## Course Information Booklet



# CHILDCARE & EARLY YEARS



## COURSE LIST:

- **Education and Early Years (Early Years Educator) [T Level]**
- **Child, Health and Social Care [BTEC L2]**
- **Disclosure and Barring Service (DBS)**



# Education and Early Years (Early Years Educator) [T Level]





# Education and Early Years (Early Years Educator)

## T Level Technical Qualification

### Course Overview:

Are you thinking about a future working in education? Do you want to work with and support children and young people?

T-Levels are a brand new, exciting, innovative and industry backed programme that will help you progress towards further study and jobs in this field. This 2 year, full time course combines learning in the classroom with gaining vital 'on-the-job' experience.

You will specialise in working with under 5s and during your studies, you will gain core knowledge of subjects such as supporting education, health and wellbeing, safeguarding and Special Educational Needs and Disability (SEND), as well as developing a range of technical and practical skills that employers are looking for.

During your studies you will complete placements within private nursery settings and local primary schools, gaining experience with children from birth to 8 years. As you will be working with children you will need to have a clearance form which is called a DBS (Disclosure and Barring Service) to ensure the safety of the vulnerable children that you will care for.

### Hours of lessons per week:

### Indicative group size:

### Course Assessment:

You will be assessed through a variety of written and practical examinations that are issued and marked by the awarding body. You will complete an employer project, group work, presentations, and professionals' discussions with your tutor. You will also be observed and assessed in the workplace.

### Course Prospects:

The course will help you boost your employment and higher education prospects. By gaining extensive experience on a work placement in a real-world environment, which will enable you to access employment directly after completion of the course as a nanny, childminder, early years educator, or teaching assistant. Or you could progress onto higher education to qualify in one of many different roles such as primary teaching, family support worker or a social worker.

### Need More Information? Contact:



**Daniel Bellamy**

Head of Department for Health, Sports and Childcare



**DBellamy@jcc.ac.uk**

# Child, Health and Social Care

[BTEC L2]



# CHILD, HEALTH & SOCIAL CARE

## BTEC Level 2 First Extended Certificate

### Course Overview:

The aim of this Level 2 BTEC is to provide you with crucial knowledge and understanding of how to care for and support children and vulnerable adults.

Throughout this course, you will engage in practical skills and develop your theoretical knowledge that underpins working within the child, health and social care sector. You will study content detailing how to interact and communicate with both service users and the professionals that work with them.

Additionally, you will develop the ability to meet service users' care needs, maintain a safe environment, and learn how to keep them safe as a whole.

**Hours of lessons per week:** 13

**Indicative group size:** 26

### Course Assessment:

This course is assessed through various means within ten units. Eight of these units are 100% coursework based, and two are assessed externally, requiring you to sit an exam. Each of the eight coursework-based units includes one or two separate assignments that are assessed via different methods, such as written assignments, presentations, roleplay, and a two-week work placement within a childcare or health and social care setting.

Assessment criteria are based on a pass, merit, and distinction grade; each unit's grade is combined to give an overall grade at the end of the course.

### Course Prospects:

After successful completion of this Level 2 BTEC course, you will be able to progress onto the Level 3 National Extended Diploma BTEC in Children's Play, Learning, and Development **OR** the Level 3 National Extended Diploma in Health and Social Care.

### Need More Information? Contact:



**Daniel Bellamy**

Head of Department for Health, Sports and Childcare



**DBellamy@jcc.ac.uk**

# Disclosure and Barring Service (DBS)

Important information for  
all Childcare students

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# Disclosure and Barring Service

## Letter from the Head of Department

Dear Student

If you are enrolling on a Childcare or Health and Social Care course, it is compulsory you undertake placements with children or vulnerable adults. Before completing your placement it is a legal requirement that you complete an Enhanced Disclosure and Barring Application (DBS).

To apply for the DBS you will need to:

- Provide at least three types of evidence
- Complete an application form
- Sign a privacy declaration.

Within this pack there is a checklist to support you to gather the information you need. Please use the summer holidays to gather what is needed. \*

You will also click the link below to find a sample application form that you must complete; ensuring that all information is accurate and you provide the addresses you have lived in over the past 5 years.

<http://www.jcc.ac.uk/wp-content/uploads/2020/06/Example-DBS-Form.pdf> \*

Finally; please follow the link to the privacy notice policy and sign the form you will find at the end of this booklet. \*

\* We will inform you of the date when you should bring all your original documents to the College. It is likely to be around 27<sup>th</sup> August.

If you have any questions or need support then please contact;

Donna Williams (Assistant Head of Department): [dwilliams@jcc.ac.uk](mailto:dwilliams@jcc.ac.uk)

Yours Faithfully

The Child, Health and Social Care Team



# DBS Application Checklist

## What You Need

### Where have you lived for the past 5 years?

Provide all addresses that you have lived in over the last 5 years (since September 2015) including the date you moved into and out of each address.

### What is your National Insurance Number?

You must provide a copy of your national insurance number letter.

**Documents** (All Documents should be **valid and original**)

You must provide **THREE** documents

**One document from Group 1**

**TWO further documents from either Group 1 or 2**

### Group 1

Document	Country of Issue	Notes
Passport	Any	Any country and valid passport
Biometric Residence Permit	UK	
Driving Licence (valid)	UK	Full / Provisional Photo card Licence
Birth Certificate	UK, Isle of Man, Channel Islands	Issued within 12 months of birth
Adoption Certificate	UK, Channel Islands	

### Group 2

Document	Country of Issue	Notes
Birth Certificate	UK, Isle of Man, Channel Islands	Issued after the time of birth
Benefit Statement -Tax credits, Child benefit, Universal credit	UK	Issued in the last 3 months. Must have applicants name clearly stated on the letter.
Bank Statement	UK	Issued in the last 3 months
P45 or P60 Statement	UK	Issued in the last 12 months
Letter from Head Teacher or College Principal	UK	To be used in exceptional circumstances.
National Insurance Letter	UK	If dated in the last 3 months it can be used as main evidence otherwise it can be added as additional evidence.

# DBS Privacy Policy

**Important-you must read the DBS Privacy Notice Policy before completing your DBS form.**

I have read the Standard/Enhanced Check Privacy Policy for applicants <https://www.gov.uk/government/publications/dbs-privacy-policies> and I understand how DBS will process my personal data and the options available to me for submitting an application.

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Print name:** \_\_\_\_\_

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