

**Programme Specification for FdA Early Years (0-8) and
FdA Early Years (0-8) (Professional Practice)**

This document applies to Academic Year 2024/25 onwards

Table 1 programme specification for FdA Early Years (0-8 years) and FdA Early Years (0-8 years) (Professional Practice)

1.	Awarding institution/body	University of Worcester
2.	Teaching institution	<ul style="list-style-type: none"> • University of Worcester, Full-time and Part-time • Halesowen College, Full-time and Part-time • Heart of Worcestershire College (Redditch) Full-time and Part-time • Heart of Worcestershire College (Worcester) Full-time and Part-time • Somerset Centre for Integrated Learning (SCIL) Full-time and Part-time • Birmingham Metropolitan College (BMET) Full-time and Part-time.
3.	Programme accredited by	<p>Sector-Endorsed Foundation Degrees in Early Years Professional Association (SEFDEY).</p> <p>For the FdA EY (0-8) (Professional Practice) award this is also accredited by DfE. Approved as Full and Relevant (on completion of practice requirements as outlined in Early Years Educator qualification) will allow students to be included in regulated setting ratios.</p>
4.	Final award or awards	Foundation Degree (FdA)
5.	Programme title	FdA Early Years (0-8 years) FdA Early Years (0-8yrs) (Professional Practice)
6.	Pathways available and/or Linked Honours Degree progression route/s	Progression route: BA (Hons) Integrated Working with Children and Families Top Up See Section 20 for further information
7.	Mode and/or site of delivery	Standard taught programme delivered at UW and partner institutions Flexible and Distributed delivered online and at the University of Worcester.
8.	Mode of attendance and duration	Standard delivery and Flexible and Distributed Part-time (3 years), Full-time (2 years)
9.	UCAS Code	FdA Early Years (0-8) X312 FdA Early Years (0-8) (Professional Practice) X313
10.	Subject Benchmark statement and/or professional body statement	<p>Foundation Degree Characteristics Statement (2020)</p> <p>Early Childhood Studies Subject Benchmark Statement (2022)</p> <p>Early Years Educator (DfE 2024)</p>
11.	Date of Programme Specification preparation/ revision	Approved June 2024

12. Educational aims of the programme

The course is designed for those who want to work with and for children aged 0-8, and their families. There are two pathways within the degree; both have a strong educational focus for those who want to work within the education sector. The FdA Early Years (0-8yrs) (Professional Practice) pathway meets the requirements for Early Years Educator (EYE) (which grants full and relevant status for Ofsted registered settings). Students joining the course who have already met the requirements for EYE, will join the FdA Early Years (0-8) pathway.

The FdA in Early Years (0-8) provides an opportunity for experienced practitioners working in early years settings, and students progressing from level 3 qualifications, to gain a professional and academic qualification which is recognised nationally and locally within the sector. The programme combines academic rigour with practice-based experience to allow students to develop as reflective practitioners. It is a major route to a top-up honours degree and, following this, Early Years Teacher Status (EYTS) (for leaders of early years practice with children under 5 years of age), or progression onto PGCE. The aim of the programme is to play a significant role in the on-going development of the early years workforce and wider opportunities, nationally, regionally and locally.

The FdA in Early Years (0-8) aims to provide a child-centred approach and a framework for academic and professional skills development. Thinking skills, including the ability to reflect and analyse, are facilitated through the student's developing knowledge, understanding and experience in practice. The programme, which sits within a culture of inter-agency working, requires students to maintain high standards of care and education. Students are expected to develop their personal and professional dispositions within a framework that promotes inclusion and diversity. Students who gain the award of FdA Early Years (0-8) will have demonstrated intellectual abilities and key transferable attributes, descriptors of which are informed by the [QAA Characteristics Statement for Foundation Degrees \(2020\)](#) and [QAA Subject Benchmark Statement for Early Childhood Studies \(2022\)](#). Students who gain the award of FdA Early Years (0-8) (Professional Practice) will have met the requirements for EYE standards (including **350 hours** from the **total of 770 hours of placement** which grants full and relevant status in early years, Ofsted registered settings).

As this degree sits within an arena which has seen many new directives over recent years, there is a need for the programme to remain current, flexible, and responsive to these changes.

The programme aims to:

- Develop the appropriate professional attributes, knowledge and understanding required for the care and education of children within national and international contexts.
- Provide transformational educational experiences which enable students to integrate theory and practice, to meet the needs of children, families, and the sector within recognised quality frameworks.
- Develop contemporary and critical approaches to childhood which value the child's voice and protects their wellbeing.
- Develop practitioners who are skilled in working with families and other professionals in a spirit of collaboration, to improve outcomes for children and families.
- Develop students' identities as independent, ethical, reflective practitioners who are advocates for children, families, and their communities.
- Develop effective leadership skills, including building relationships, managing an inclusive environment, and communicating effectively.
- Embed key study skills including development as a practitioner researcher, providing a basis for progression towards graduate employment.

13. Intended learning outcomes and learning, teaching and assessment methods

Table 2 knowledge and understanding outcomes for modules/codes

Knowledge and understanding		
LO No.	On successful completion of the named award, students will be able to:	Module Code/s
1.	Demonstrate detailed knowledge and critical understanding of the well-established theories and principles of early years care and education and the way in which those principles have developed.	FDEY1001 FDEY1002 FDEY1004 FDEY1005 FDEY2004 FDEY2005
2.	Discuss the interrelationships between political, economic, cultural, and ideological contexts in the lives of children, their families and communities; recognise and challenge inequalities and where appropriate act as an advocate for them.	FDEY1001 FDEY1002 FDEY1003 FDEY2002
3.	Use skills of observation and analysis in relation to babies and young children and be able to plan for, and implement, appropriate play-based activities and curriculum, and demonstrate ability to evaluate and improve learning opportunities that take into account young children's health, development and emotional wellbeing.	FDEY1001 FDEY1003 FDEY1004 FDEY1005 FDEY2001

Table 3 cognitive and intellectual skills outcomes for module code/s

Cognitive and Intellectual Skills		
4.	Employ academic skills, including the ability to engage in and reflect upon practice/ work-based enquiry and responding to diverse forms of course assessment.	FDEY1004 FDEY1005 FDEY2004 FDEY2005
5.	Demonstrate a sound knowledge of the main methods of enquiry into the subject, and an ability to analyse and evaluate the appropriateness of different approaches to solving problems in early years care and education and apply these in an integrated work context.	FDEY1004 FDEY1005 FDEY2002 FDEY2003
6.	Demonstrate a critical understanding of the interrelationships between political, economic, cultural, and ideological contexts in the lives of children, their families and communities; recognise challenge inequalities and where appropriate act as an advocate for them.	FDEY1002 FDEY2001
7.	Employ independent learning and research skills to analyse, evaluate and challenge contemporary research, policy, and literature in the sector.	FDEY1004 FDEY1005 FDEY2003 FDEY2004 FDEY2005

Table 4 skills and capabilities related to employability outcomes for module code/s

Skills and Capabilities Related to Employability		
8.	Implement skills learnt on the course within the workplace to develop and implement an inclusive curriculum that promotes the education and wellbeing of children in order to help them achieve, safeguard their welfare and promote equality.	FDEY1002 FDEY1003 FDEY2003

9.	Undertake further training, develop existing skills, and acquire new competences that will enable students to become aware of personal responsibility and professional codes of conduct.	FDEY1004 FDEY1005 FDEY2004 FDEY2005
10.	Lead, support, and work collaboratively with others, demonstrating an understanding of working effectively in teams with parents, carers and other professionals.	FDEY1004 FDEY1005 FDEY2002 FDEY2003

Table 5 transferable/key skills outcomes for module code/s

Transferable/Key Skills		
11.	Apply underlying concepts and principles outside the context in which they were first studied, and the application of those principles in a work context.	FDEY1004 FDEY1005 FDEY2002
12.	Understand the limits of their knowledge, and how this influences analyses and interpretations based on that knowledge in the field of early years care and education and in a work context.	FDEY1004 FDEY1005 FDEY2001
13.	Communicate information, arguments, and analysis, effectively in a variety of forms, to specialist and non-specialist audiences, and deploy key techniques of the discipline effectively in an early years, inter-agency work context.	All modules
14.	Develop qualities and demonstrate transferable skills necessary for employment and progression to other qualifications requiring the exercise of personal responsibility and decision-making.	FDEY1004 FDEY1005 FDEY2004 FDEY2005

13. Learning, teaching and assessment

Teaching staff in the Department for Children and Families are committed to continually improving the quality and standards of learning and teaching. Teaching and learning take place through a combination of face-to-face and blended learning sessions with tutors. An important aspect of this course is learning from others, and so there is significant emphasis on working in groups with other students who have different skills, backgrounds, and experiences.

The FdA EY places emphasis on enabling students to develop the independent learning capabilities that will equip them for lifelong learning and future employment, as well as academic achievement. A mixture of independent study, teaching and academic support from Student Services and Library Services, and the Personal Academic Tutoring system enables students to reflect on progress. In addition, contact with Personal Academic Tutors is planned for four occasions in the first year and three occasions in each of the other years of a course. Full Time students complete the FdA in two years, Part Time students will take three years. Personal Academic Tutors and Module Tutors support students with the requirements and assessment of Practice Based Learning which is required for the practice-based element within the degree. The Department for Children & Families (DCF) academic tutoring policy can be found in the course handbook appendices. The Practice Based Learning Co-ordinator also monitors student experience and evaluation from settings in collaboration with Academic Tutors.

The programme assesses the ability to reflect and theorise practice thereby supporting professional development through academic study and practice-based learning. Competence in practice is assessed against current criteria for effective practice and evidenced through a portfolio of evidence. The course makes use of learning technologies, particularly Blackboard and PebblePad (e-portfolio). Further information on how the assessment methods at each level are mapped to modules is included in the Student Handbook. The Department for Children and Families' generic assessment criteria (developed from the University of Worcester criteria), apply to all modules. An annual conference is also held that brings all student cohorts together.

Formative and summative assessment strategies provide a variety of assessment types and opportunities for students to demonstrate their developing knowledge, critical thinking and professional development. Students are expected to be progressively more self-directed as the course progresses from level 4 to level 5.

A variety of formative learning activities are planned to enable all students to participate and develop their knowledge and understanding of module content. Formative assessments have direct correlation with the summative assessment to enable further support for students.

Work Based Practice

Work based learning is an embedded element of the course. It is a requirement that students are employed or volunteering, for a minimum of **770 hours**, (**385 hours** of practice **per year for full-time students** and **for part-time student** this is **257 hours** of practice per year), in an early years setting for the duration of the course.

Work Based Practice is assessed within the Portfolio of Practice that forms part of FDEY1004/FDEY1005 and FDEY2004/FDEY2005 modules.

The Practice Based Learning Handbook contains detailed information and guidance for students.

For students following the FdA Early Years (0-8) (Professional Practice) pathway, this enables students to **meet the 350 hours of practice** which is required to gain 'full and relevant' status to be counted in ratios within an early years setting.

For students registered on the FdA Early Years (0-8) (Professional Practice) pathway, placements undertaken in Ofsted registered settings would normally be within a 40-mile radius of the teaching delivery site.

FdA Early Years Flexible and Distributed Learning (FDL)

The Flexible and Distributed Learning (FDL) route option recognises the importance of accessing a delivery mode which meets the needs of the learner in relation to the expectations of Higher Education. A significant amount of study time will be online, in the Virtual Learning Environment (VLE) Blackboard which is designed to facilitate collaborative and independent learning. In addition to face-to-face and practice-based learning experiences, this mode of study requires considerable commitment to on-going engagement with on-line learning opportunities.

Teaching

Students are taught through a range of learning and teaching strategies which are used to engage students in the learning process and to support student achievement. These include:

- Tutor led information via lecture format
- Self-directed independent study
- On-line learning activities
- Group discussions
- Workshops – whole, small group, paired work and discussion
- Content analysis of relevant materials – audio visual and text based sources
- Peer learning group activities
- Use of visual, auditory and physical technologies and support mechanisms

Contact time

The indicative total study time for each module is **301** hours. Typically, each module is delivered over two semesters.

Face to face delivery at Partners requires attendance at:

- In each semester typically there will be 12 taught hours per week for full-time students. These hours will include 2 hours Face to Face teaching per module at the chosen college and will include 1 hour Face to Face module tutor guidance per module.
- In addition, students will be expected to engage in online research, completing learning activities and accessing learning materials each week per module. This includes independent study preparing for assessments.
- For each module students are also expected to complete 97 hours of placement throughout the year.

Flexible and Distributed Learning mode of delivery requires attendance at:

- Students will have 6 hours of contact time per module, delivered through 8 Saturday Workshops (1.5 hours per module x 4 for full-time students)
- In addition, 8 x Online Learning Activities (OLA) released throughout the year (4.5 hours per module)
- It is expected that students will spend 21 hours per week (PT) and 28 hours per week (FT) on independent study linked to the OLAs and independent reading and research.
- In addition, each module will have 24 hours of tutor supported directed study throughout the year (1 hour per module per week).
- Summer school activities support transition onto, and progression within, online teaching.

Taught sessions in both delivery patterns may include different forms of delivery such as tutorials, seminars, fieldwork, conferences, or online learning.

Independent self-study

In addition to contact time, students are expected to undertake around 28 hours of personal self-study per week. Typically, this will include self-directed, and tutor led exercises/tasks designed to develop and extend skills in evaluation/reflection on personal professional development and study. Independent learning is supported by a range of excellent learning facilities, including the Hive and library resources, the virtual learning environment, and extensive electronic learning resources.

Teaching staff

Students will be taught by a highly experienced teaching team whose expertise and knowledge are closely matched to the content of the modules on the course. They all have extensive expertise and experience, as well as a passion for early years. All of the team at UW are involved in current research and are either working towards or have achieved a higher education teaching qualification. Teaching staff at UW have also either achieved or are working towards Associate Fellowship, Fellowship or Senior Fellowship of the Higher Education Academy and partner staff are encouraged to participate in the award. Staff regularly publish the results of their research in national and international educational research journals, as well as produce books and book chapters. Some staff also regularly publish and present on their research at national and international conferences.

Assessment

The course provides opportunities to test understanding and learning informally through the completion of practice or 'formative' assignments. Each module has one or more formative assessments for which feedback is received but these do not count towards overall module grade. Each module also has one, or two, 'summative' assessments. These are graded and count towards the overall module grade. Each type of assessment, both formative and summative, are supported by Assignment Briefs which clearly identify the task and the assessment criteria that

are to be met on completion of the assignment. A comprehensive assessment criteria grid which has been developed by the team, based on the University's generic descriptors, is included in the feedback process for both formative and summative assessments. Assessment methods include a range of coursework assessments such as essays, reports, portfolios, presentations, and a final year practice-based research project.

14. Assessment strategy

A range of assessment strategies contribute to the assessment of the overall course learning outcomes and module learning outcomes. Formative and summative assessment strategies are constructively aligned and used to support personal and professional development, which underpins but also goes beyond the achievement of specific learning outcomes. Students will be assessed using a variety of methods including essays, workshops and presentations.

Formative feedback is provided through responses to academic and practice-based learning activities, including reflective journal entries. Interactive face-to-face and online learning and teaching approaches, including student evaluation of learning, provide further opportunity for timely formative activity. It is designed to encourage students to reflect and develop their responses and writing prior to summative assessment.

The form of summative assessment (for each module) is determined by its appropriateness in allowing the student to demonstrate they have understood and can meet the learning outcomes with potential for achievement across the full range of grades. Assessment strategies are embedded within the learning and teaching experience. Some forms of assessment require forms of representation that facilitate the assessment of theory in practice and incorporate practice-based study.

Assessment

- Includes both formative and summative elements.
- Is aligned with subject, course, module outcomes and learning and teaching methods.
- Includes different assessment points and split assessments within modules where this approach is deemed to be beneficial to the students' achievement of course and module learning outcomes.
- Provides opportunity for achievement of all grades.
- Uses a generic Grading Criteria that has been developed by the Department for Children and Families for use across the Department's undergraduate courses. This is adapted for each module.
- Provides opportunity for choice/negotiation where appropriate to the module content, learning outcomes and level of study.
- Includes a range of assessment methods that enable students to demonstrate achievement of learning outcomes and the transferable skills inherent within them.

Assessment of Practice

Evidence from experience in practice is essential to all aspects of learning, teaching and assessment:

- This will stimulate individual and peer learning in modules and will be used by students as a source of data in assessments.
- Students complete a minimum of 770 hours in placement/setting over the duration of the course. These hours and competency in practice is assessed through a Practice Portfolio which is a requirement for the FdA Early Years award across both pathways.

Assessing Competence in Practice

Assessment of practice will be developed through an on-line portfolio which will sit within the assessment of FDEY1004 or FDEY1005 (Level 4), and FDEY 2004 or FDEY2005 (Level 5) and,

as such, will form part of the assessment for this module. This will be developed as an electronic portfolio.

The portfolio for both pathways will include:

- Attendance records within placement.
- Feedback from Placement.
- Observation of Practice.
- Reflection on Practice.

15. Programme structures and requirements

Award Map for a Foundation Degree

The programme learning outcomes shown in Section 13 describe the knowledge, understanding and skills that students will have demonstrated on achievement of their intended qualification award. Students who do not complete their full programme of study may qualify for an alternative award and the approved exit awards for this programme are listed in section 19 of this Programme Specification. For a Foundation Degree, exit awards are available at Level 4 (Certificate of Higher Education).

Table 6 heading for course title

Course Title: FdA Early Years (0-8) and FdA Early Years (0-8) (Professional Practice)
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Requirements at Level 4 Full time

Table 7 level 4 award map for FdA Early Years

Level 4				
Module Code	Module Title	Credits (Number)	FdA Early Status Mandatory (M) or Optional (O)	FdA Early) (Professional Practice) Status Mandatory (M) or Optional (O)
FDEY 1001	The Developing Child	30	M	M
FDEY 1002	Health and Wellbeing	30	M	M
FDEY 1003	Playful Pedagogy	30	M	M
FDEY 1004	Introduction to Work-Based Learning	30	M	N/A
FDEY 1005	Theory for the Early Years Foundation Graduate	30	N/A	M

Students must take the mandatory modules for the relevant pathway as indicated in the table above

Requirements at Level 5 Full time

Table 8 level 5 award map for FdA Early Years

Level 5				
Module Code	Module Title	Credits (Number)	FdA Early Status Mandatory (M) or Optional (O)	FdA Early) (Professional Practice) Status Mandatory (M) or Optional (O)

FDEY 2001	Childhood, a Global Perspective	30	M	M
FDEY 2002	Policy into Practice	30	M	M
FDEY 2003	Safeguarding Children's Welfare in the Early Years and Integrating Our Work with Other Agencies	30	M	M
FDEY 2004	Small Scale Practice-Based Enquiry and Future Progression	30	M	N/A
FDEY 2005	Early Educator Small Scale Practice-Based Enquiry.	30	N/A	M

Students must take the mandatory modules for the relevant pathway as indicated in the table above.

Part-Time Students

The following tables set out the schedule of modules to be taken by students studying part-time. Students must complete 770 hours of practice over the duration of the course.

Requirements at Part time – Year 1

Level 4				
Module Code	Module Title	Credits (Number)	FdA Early Status Mandatory (M) or Optional (O)	FdA Early (Professional Practice) Status Mandatory (M) or Optional (O)
FDEY 1001	The Developing Child	30	M	M
FDEY 1002	Health and Wellbeing	30	M	M
FDEY 1004	Introduction to Work-Based Learning	30	M	N/A
FDEY 1005	Theory for Early Years Educator Foundation Graduate	30		M

Requirements at Part time – Year 2

Level 4				
Module Code	Module Title	Credits (Number)	FdA Early Status Mandatory (M) or Optional (O)	FdA Early (Professional Practice) Status Mandatory (M) or Optional (O)
FDEY 1003	Playful Pedagogy	30	M	M
Level 5				
FDEY 2003	Safeguarding Children's Welfare in the Early Years and Integrating Our Work with Other Agencies	30	M	M
FDEY 2004	Small Scale Practice-Based Enquiry and Future Progression	30	M	N/A
FDEY 2005	Early Educator Small Scale Practice-Based Enquiry	30	N/A	M

Requirements at Part time – Year 3

Level 5				
Module Code	Module Title	Credits	FdA Early Status Mandatory (M) or Optional (O)	FdA Early (Professional Practice) Status Mandatory (M) or Optional (O)
FDEY 2001	Childhood, a Global Perspective	30	M	M
FDEY 2002	Policy into Practice	30	M	M

FdA Early Years Flexible and Distributed Learning (FDL)

Students opting to study on the Flexible and Distributed Learning (FDL) route will have the same requirements for completing the modules for FT and PT study.

Work-Based Learning

Work-based learning forms a significant proportion of the Foundation Degree, with practice-based learning incorporated into taught modules. Learning in practice is supported through a mixture of work-based learning activities, face-to-face delivery, e- learning, directed tasks, a reflective diary, and a reflective journal. Evidence from experience in practice is essential to all aspects of learning, teaching and assessment. It will be used to stimulate individual and peer learning in modules and as a source of data in assessments.

Work-based Learning will usually take place in an OFSTED registered setting deemed good or outstanding. Consideration will be given to paid employees in settings which do not meet these requirements, or students whose placement is located outside of England; experience in different settings will be considered in these cases. If the OFSTED grade changes from good or outstanding after students have registered on the programme, they must notify the Course Leader so that extended experience in a different setting can be negotiated.

16. QAA and professional academic standards and quality

This award is located at Level 5 of the [OfS sector recognised standards](#).

The QAA Foundation Degree Characteristics Statement (2020), Early Childhood Studies Subject Benchmark Statement (2019), Framework for Higher Education Qualifications (FHEQ 2008), SEFDEY Core work-based Learning Outcomes and the Early Years Educator standards (2017) have been used to develop this programme and will be the framework within which it is, subsequently, implemented and monitored.

The Characteristics Statement defining the distinctive features of Foundation Degrees within the Framework for Higher Education Qualifications (FHEQ 2008) ensures that expectations placed on student performance are recorded in language appropriate to the levels on module outlines and that assessment of students' knowledge, understanding and skills is appropriate at individual centres and across the partnerships (e.g. through supporting moderation and standardisation). Feedback from external examiners facilitates on-going evaluation of the expectations placed on students and the extent of their attainment. The degree is endorsed by the [Sector-Endorsed Foundation Degrees in Early Years Professional Association \(SEFDEY\)](#) which means that quality is ensured through the validation process of the organisation.

Foundation Degree Characteristics Statement (2020)
https://www.qaa.ac.uk/docs/qaa/quality-code/foundation-degree-characteristics-statement-2020.pdf?sfvrsn=6fc5ca81_10

Early Childhood Studies Subject Benchmark Statement (2022)

<https://www.qaa.ac.uk/quality-code/subject-benchmark-statements/early-childhood-studies>

17. Support for students

Students are supported by a Personal Academic Tutor, Module Tutors, Course Leaders, a Professional Partner in the setting and a Practice-Based Learning Tutor. A peer learning support system is integral to the course design and organisation. A student Practice-Based Learning Handbook provides relevant information and guidance.

Individual Support

A named Personal Academic Tutor will be available so that a learning relationship can be quickly established. Tutors are accessible by telephone, e-mail or in person by appointment.

Online and Distance Learning

Online learning and tutor support will be available through e-mail, Microsoft Teams and the use of the Blackboard Virtual Learning Environment.

Curriculum Design

The programme has been designed to support student's achievements through an emphasis on reflective practice which supports personal and professional development, theorisation of practice and its impact on quality improvement within early years settings. Competence in practice is developed and assessed throughout the course.

As students progress through the programme and gain confidence, the module content will require more independent learning. The learning outcomes of the programme reflect a student-centred approach enabling students from diverse but relevant educational backgrounds to build on previous learning and experience.

Student Conferences

Each year in February, Foundation Degree students have the opportunity to attend the annual student partnership conference at the University's St John's campus. This cross-Department event supports the development of a dynamic and growing national and international community. The conference is designed to provoke and extend students' thinking, whilst encouraging links to be made to the modules currently being undertaken at all levels. It allows attendees to be informed by other practitioners. Eminent speakers identified as leaders in the field of early years, reinforce our ethos of collaborative communities of practice. The conference also provides a forum for learning about progression and career opportunities. There is no additional cost to the student for the conference apart from their personal travel expenses which students must cover themselves.

Careers and employability

Support is also provided by the Careers and Employability team at the university, and all students have access to a separate Blackboard Organisation: Department for Children and Families: Careers, Resources and Advice. Students are also supported in their transition to further studies (please see Section 20).

Study Skills

Study skills are identified and embedded within all modules.

Work-Based Learning

Work-based learning forms a significant proportion of the Foundation Degree and is incorporated into taught modules. It is supported through a mixture of face-to-face delivery, e-learning, directed tasks, a reflective diary and a reflective journal. Deadlines will be set for the completion of tasks and a portfolio of practice. Students have responsibility for organising their own time to meet deadlines.

Support in the Workplace

Work-based learning requires as much support as traditional learning. The structure consists of appropriate support from the setting through a designated Professional Partner. The Professional Partner will be a colleague within the student's setting. This person is someone with whom they can chat informally and from whom they can gain day-to-day advice and feedback. Further support will be available from the Course Leader, other tutors and where appropriate the Work-based Learning Administrator.

Student Services and the Disability and Dyslexia Service can be accessed through the following links:

<https://www2.worc.ac.uk/firstpoint/>

<https://www.worcester.ac.uk/life/help-and-support/services-for-students/home.aspx>

<https://www2.worc.ac.uk/disabilityanddyslexia/>

<https://www.worcester.ac.uk/life/our-community/home.aspx>

18. Admissions

Admissions Policy

The course seeks to recruit students from a range of educational and experiential backgrounds, including those with significant experience of working in early years settings and those who are progressing from vocational or academic courses at college or school.

We welcome applicants who hold alternative qualifications/experiences different to those shown in this section who can demonstrate the ability to benefit from the course and show their potential to complete the course successfully.

Although recent preparatory study at an appropriate level (e.g. Access to HE Diploma) is recommended, students may be considered based on prior evidenced professional/work experience and/or other assessment procedures, and the assessment of personal suitability. University Admissions office staff will be able to offer information, advice, and guidance on this process.

Students with relevant previous study at Higher National Diploma (HND) or degree level or extensive experience may be considered eligible for Recognition of Prior Learning. Entry may be possible to Year Two of the course, depending upon the qualifications or experience gained.

Entry Requirements

- Acceptable qualifications include a minimum of 1 A Level and maximum of 3 1/2 A Levels or an equivalent Level 3 qualification, for example the CACHE Diploma or EdExcel BTEC National Diploma in Children's Care, Learning and Development.
- Evidence of level 2 Literacy is required, for example key skills or functional skills at level 2 or GCSE English language at Grade C/4 or above. If applicants do not have evidence of Literacy at level 2, it will be necessary to complete a non-standard entry essay to demonstrate competence in written English.
- Where a student does not already hold a level 2 in English and/or Maths qualification, they must present evidence of this before the end of Level 4 to remain on a **FdA EY (0-8) (Professional Practice)** pathway to achieve the 'full and relevant' status.
- Current police clearance to work with young children (enhanced DBS check). Relevant forms will be sent by admissions on receipt of a firm acceptance of an offer of a place on the course.

- A testimony / reference that supports suitability for the course.

Practitioners who do not hold the qualifications outlined above will be considered on the basis of prior professional experience and related learning.

The current UCAS Tariff requirements for entry to this course are published in the prospectus and on the UW website <https://www.worc.ac.uk/journey/a-z-of-courses.html>.

Please access the web-sites for the [FdA Early Years \(0-8\)/FdA Early Years \(0-8\) \(Professional Practice\)](#) and [FdA Early Years \(0-8\)/ FdA Early Years \(0-8\) \(Professional Practice\) Flexible and Distributed Learning](#) here.

See [Admissions Policy](#) for other acceptable qualifications.

Pathway selection will be determined by student preference and or qualifications upon entry.

Students undertaking the **FdA EY (0-8) (Professional Practice)**, must have passed, **either** on entry to the course or before the end of Level 4, [a suitable level 2 literacy and numeracy qualifications](#) to count towards the EYFS staff: child ratios and meet the 'Full and Relevant' requirements.

Where a student does not already hold a level 2 in English and/or Maths qualification, they must present evidence through their marks transcript of this before the end of Level 4 to remain on a FdA EY (0-8) (Professional Practice) pathway to achieve the 'full and relevant' status.

These are:

English

- functional skills qualification in English at level 2
- GCSE/International GCSE qualification in English language and/or literature to at least grade C (grade 4)
- key skills qualification in communication at level 2
- A level or AS level qualification in English language and/or English literature to at least grade E
- O Level qualification in English to at least grade C
- CSE grade 1 English (language)

Also recognised Scottish, Northern Irish and Welsh equivalents.

Maths

- functional skills qualification in maths at level 2
- GCSE/International GCSE qualification in maths to at least grade C (grade 4)
- key skills qualification in application of number at level 2
- A level or AS level qualification in maths or pure maths and/or further maths to at least grade E
- O level qualification in maths to at least grade C
- CSE grade 1 maths

Also recognised Scottish, Northern Irish and Welsh equivalents.

Current police clearance is required to work with young children (an enhanced DBS). Relevant forms will be sent by admissions on receipt of a firm acceptance of an offer of a place on the course.

For students who have signed up to the [DBS update service](#), you will need to provide your Enhanced DBS certificate number to admissions. Students are responsible for the cost of DBS clearance and checks.

Recognition of Prior Learning

Details of acceptable Level 3 qualifications, policy in relation to mature students or applicants with few or no formal qualifications can be found in the prospectus or on the University webpages. Information on eligibility for recognition of prior learning for the purposes of entry or advanced standing is also available from the University webpages or from the Registry Admissions Office (01905 855111).

Further information on Recognition of Prior Learning can be found at <http://www.worcester.ac.uk/registryservices/941.htm>

Applicants who do not hold the above qualifications will be considered on the basis of prior professional experience and the criteria indicated above. Further information on Recognition of Prior Learning can be found at <http://www.worcester.ac.uk/registryservices/941.htm>

Admissions Procedures

All full-time applicants apply through UCAS (Code X312 or X313 for Professional Practice pathway).

Part-time applicants for study on the [Flexible and Distributed Learning pathway](#), or at [partner provision](#) with BMET, Halesowen and SCIL apply directly to University of Worcester (UW) (Part-time application form available on UW website). (Please identify UCAS code X312 or X313 for Professional Practice pathway).

Full and Part-time applicants to Heart of Worcestershire College please [apply directly](#) to the college .

Admissions/Selection Criteria

The applicants must:

- commit to working with and for children aged 0-8 years for a minimum of 770 hours during the course.
- employment or volunteering in a childcare setting is a compulsory requirement of the course.
- commit to engaging in independent study - 28 hours per week Full-Time study, and 21 hours per week Part-Time study; this is in addition to contact time.
- commit to personal development as evidenced in different ways such as work experience, previous study, and/or training courses, portfolio of professional achievements, performance assessments, personal interests etc.
- be suitable for working with young children.
- be suitable for working as part of a team within an early years setting.
- have literacy skills that will enable them to fulfil the requirements of the course.

Offers of places are usually made based on the application with representatives from the course team. The application should address the above selection criteria.

A meeting may be arranged following application and provides an opportunity for:

- applicants to fully understand the nature and requirements of the course and to be able to make an informed decision if offered a place on the programme.
- applicants to demonstrate their suitability for the course.
- the course team to gain further information in relation to the selection criteria (below) and to make an informed decision or identify further action or evidence as required.

- the course team to identify additional learning needs and relevant support required, which might include organising a placement or providing guidance on student support services.

Access to practice-based learning in an appropriate setting is a course requirement. Please refer to **Section 15** for further details.

IT and digital study skills

To support successful engagement and achievement on the course all students complete an audit of their IT skills. This is conducted during induction to identify strengths and weaknesses and how these can be supported.

See Section 20 of the Programme Specification for information regarding the admissions arrangements for progression to the linked Honours Degree(s)/Top-Up Degree(s).

19. Regulation of assessment

The course operates under the University's [Taught Courses Regulatory Framework](#)

Requirements to pass modules

- Modules are assessed using a variety of assessment activities which are detailed in module specifications.
- The minimum pass mark is D- for each module.
- A student is required to submit all items of assessment to pass a module, and in some modules, a pass mark in each item of assessment may be required.
- Full details of the assessment requirements for a module, including the assessment criteria, are published in the module outline.

Submission of assessment items

- A student who submits course work late but within 7 days (one week) of the due date will have work marked, but the grade will be capped at D- unless an application for mitigating circumstances is accepted.
- A student who submits work later than 7 days (one week) will not have work marked unless they have submitted a valid claim of mitigating circumstances.
- For full details of submission regulations please see the Taught Courses Regulatory Framework.

Retrieval of failure

- A student is entitled to resit failed assessment items for any module that is awarded a fail grade.
- Reassessment items that are passed are capped at D-.
- If a student is unsuccessful in the reassessment, they have the right to retake the module (or, in some circumstances, take an alternative module); the module grade for a re-taken module is capped at D-.
- A student will be notified of the reassessment opportunities in the results notification issued via the secure student portal (SOLE). It is the student's responsibility to be aware of and comply with any reassessments.

Requirements for Progression

- A student will be permitted to progress from Level 4 to Level 5 if, by the time of the reassessment Board of Examiners, they have passed at least 90 credits at Level 4. Outstanding Level 4 credits must normally be studied in the following academic year.
- A student who, by the time of the reassessment Board of Examiners, has failed 90 credits or more (after exhausting all reassessment opportunities) during the academic year, will have their registration with the University terminated.

- If a student has not passed at least 90 credits by the reassessment Board of Examiners, the student is not permitted to progress to the next level and will be required to either complete outstanding reassessment or retake the failed modules the following academic year. Students will be able to carry forward any passed modules.

This course is subject to the University's fitness to practice procedures.

Requirements for Awards

Table 9 requirements for cert HE and FdA awards

Award	Requirement
Cert HE	In order to be eligible for the exit award of Certificate in Higher Education in the named subject/area of study, a student must have passed at least 120 credits in total including the mandatory modules for level 4 of the award as specified on the award map.
FdA Early Years (0-8)	In order to be eligible for the exit award of Foundation Degree EY a student must have passed 240 credits in total including 120 credits at Level 4 (mandatory modules FDEY1001, FDEY1002, FDEY1003 and FDEY1004) and 120 credits at Level 5 (mandatory modules FDEY2001, FDEY2002, FDEY2003 and FDEY2004). In addition, a student must have successfully completed at least 385 hours of placement in an Ofsted registered early years setting, and a total of 770 hours across the duration of the award.
FdA Early Years (0-8) (Professional Practice)	In order to be eligible for the exit award of Foundation Degree EY a student must have passed 240 credits in total including 120 credits at Level 4 (mandatory modules FDEY1001, FDEY1002, FDEY1003 and FDEY1005) and 120 credits at Level 5 (mandatory modules FDEY2001, FDEY2002, FDEY2003 and FDEY2005). In addition, a student must hold recognised Level 2 qualifications in literacy and numeracy, and have successfully completed at least 385 hours of placement in an Ofsted registered early years setting with 'safe and competent practice' demonstrated. Of the 385 hours in practice, 350 hours is counted towards the 'Full and Relevant' status in practice. Overall, a total of 770 hours will have been completed across the duration of the award.

These awards are not classified.

20. Graduate destinations, employability and links with employers

The FdA in Early Years prepares students for employment but also provides opportunities for progression on to further study and qualifications. It provides opportunities for practice-based experience and learning and the development of relevant transferable skills and attributes which provide a strong foundation for a range of professional roles in the sector and beyond. The Student Conferences provide opportunities for students to receive advice on careers and progression and to benefit from participation within the wider community of practitioners and employers.

Graduate Destinations

The FdA in Early Years will support students in pursuing careers in areas such as:

- Leadership and management within early years settings e.g. as an Early Years Teacher or nursery manager.
- Local Authority Children's Services
- Social welfare / Social work.
- Family support work.
- Children's charities: e.g., Barnardo's.
- Playwork.
- Early years education: teaching or teaching assistant.
- Day care provision Early Years Services

N.B. Further study may be necessary for some of these. Further advice is available during the course and from UW Careers Advisors.

Progression to Linked Honours Degree(s)/Top-Up Degree(s)

The Foundation Degree remains a sought-after qualification for those wishing to progress in Early Years education and care. The identified progression route to an honours award is the BA (Hons) Top Up in Integrated Working with Children and Families. Other possibilities include BA Early Childhood and Society, BA (Hons) Social Welfare, BA (Hons) Education Studies, BSc (Hons) Child and Adolescent Mental Health Top UP, Early Years Teacher and direct entry to year two of BA Hons Primary Education (QTS).

Due to the requirements for further progression e.g. Early Years Initial Teacher Training / Qualified Teacher Status (QTS) it is strongly recommended that students gain GCSEs in English, Mathematics and Science or equivalent whilst studying for their Foundation Degree. Advice on equivalency tests will be provided during the course.

Support for transition to the linked Honours Degree/Top-Up route is provided through:

- The FdA in Early Years curriculum design – aligned to the expectations of the progression route e.g. study skills, practitioner research and related skills and knowledge.
- The FdA in Early Years learning, teaching and assessment strategy which has been designed to support transition to honours level study e.g., independent and critical engagement.
- The FdA in Early Years Partnership Team which provides a standardised and coherent approach to information and support for students (Refer to Section 17). In addition to progression being embedded within the provision students will be offered advice on choice of progression routes (and where relevant to the identified UW route), advice on subsequent module choices and Independent Study preparation.
- UW's Department for Children and Families standardisation across different levels supports the transition of students from different partner colleges to the UW BA (Hons) Top Up in Integrated Working with Children and Families.

Other progression routes include:

Early Years Teacher: applicants to the Undergraduate Practitioner Pathway require GCSEs in English Language and Mathematics and Science (in addition to a Level 5 qualification).

Student Employability

The course prepares students for employment through work-based learning opportunities, careers education, workshops, support for preparing applications, for interviews. Students also can participate in the Worcester Award which develops employability skills. Sector Endorsement through SEFDEY also ensures that students can be counted as qualified members of staff in registered Early Years settings.

Strong partnerships have been formed with the employment department who attend student conferences and induction. A separate organisation site, the Department for Children and Families: Careers Resources and Advice' is also available to students via Blackboard.

Students are equipped with the skills to work independently and in a team, communicate effectively, respond constructively to feedback, and produce a coherent and reasoned argument. The combination of theoretical and practical elements of the degree provides a framework to enhance graduate employability. The underpinning of the degree to the Early Childhood Benchmarks also enhances employability. Having the opportunity to be included in ratios after completing the associated requirements for Full and Relevant will also support student employability.

Employability support can also be gained from UW's careers service in the Pierson building or via their website:

<https://www.worcester.ac.uk/life/help-and-support/services-for-students/careers-employability.aspx>

Links with Employers

The FdA EY opens up opportunities for career progression for students who are already in employment, working voluntarily in the sector or progressing from Level 3 study. Employers are involved in the design of the course, its on-going delivery and review. A Partnership Forum which includes representatives from Early Years LA Service across the region supports collaborative working with UW and FE providers.

Please Note: This specification provides a concise summary of the main features of the programme and the learning outcomes that a typical student might reasonably be expected to achieve and demonstrate if s/he takes full advantage of the learning opportunities that are provided. More detailed information on the learning outcomes, content and teaching, learning and assessment methods of each module can be found in associated course documentation e.g. course handbooks, module outlines and module specifications.