

WORK-BASED LEARNING NVQ HEALTH & SOCIAL CARE (ADULTS)

START DATE:	Termly:	
	September, January and April	
COURSE FEES:		
Level 2	Full Course Fee	poa
Level 3	Full Course Fee	poa
Levels 2 & 3	Means Tested Benefit	poa
	plus registration and certification	

HOW TO ENROL

Enrolment is easy at St. Vincent:

- by phone, with credit card.
- by post, with enrolment form.
- in person, at the Student Services Centre.
- if you are claiming a fee remission for unemployment or means tested benefit, please bring proof for our records.

If after two weeks you are unhappy with your course we will **transfer** you to another that is more suitable to your needs if available. A full refund will be given for all classes cancelled by the centre. For details of our Refund Policy, please telephone the number below or refer to our brochure.

Address

St Vincent Adult Education
Mill Lane
Gosport
Hants. PO12 4QA

Office hours

Monday-Friday
9.30am – 4.00pm
Mon/Wed/Thur
6.30pm-8.30pm

Phone number

023 9258 3890

or

e-mail

bdu@stvincent.ac.uk

Please note: All information is correct at the time of publication but may be subject to change.

If you would like further information and advice, please telephone 02392 583890 where a member of staff will be able to assist you.

LEVEL 2:

It is expected that you will complete the work required in 6-12 months.

LEVEL 3:

It is expected that you will complete the work required in one year.

Entry Requirements

You need to have access to suitable work. Due to the nature of this work, it may be necessary to request references. All students will need to possess a current CRB check from their current employer or volunteer placement.

The assessors at St Vincent College understand that people working in care homes, day centres, hospitals and nursing agencies often find it difficult to attend college to study towards an NVQ qualification. There are support workshops held at St Vincent College and we encourage candidates to attend. All applicants will have an initial interview with the NVQ Co-ordinator to determine suitability.

The work-based learning options of study is ideal for people working different shift patterns because your assessor will visit your workplace and you are not required to attend college at fixed times. However, you are expected to be in contact with your assessor at least every four weeks to ensure you make satisfactory progress on the course.

Students undertaking this course are required to build up a portfolio of evidence to demonstrate their competence at delivering high quality care to their residents/clients. Vocational qualifications assess both your practical skills and the level of knowledge to safely perform your job. Your practical skills will be observed by an assessor from the college and by compiling witness reports from suitably qualified colleagues who have seen your practical work. Questions, reflective accounts, discussions or other methods can be used to show you have a good level of background knowledge to support your practical skills and work safely.

Cont'd



INVESTOR IN PEOPLE





Six units are required to complete an NVQ Level 2 and eight to complete an NVQ Level 3. There are up to four mandatory units, these include communication, health and safety, personal development and person-centred care.

There is a variety of optional units to complete your full NVQ. These include care planning, pressure area care, continence, nutrition, moving and handling and numerous others that can be discussed with your assessor when you enrol on the course.

As the time spent with your assessor is limited, it is essential that you have the support of your manager throughout the course. This is usually within 12 months. Ideally, a named mentor should be available to help you develop your new skills in the workplace. This person **does not have to be a trained assessor or a trained nurse**, but they must have achieved a qualification equal to the one you are working towards. This person should be someone you find supportive, work with regularly and who will be prepared to write witness reports and supervise you at work.

If you are aged 16-18 years or on means-tested benefits these courses are available at substantially reduced rates. Please contact the college to see if you qualify for this or other funding.

Although some flexibility is permitted within these time limits, students requiring substantially more time with their assessors may incur charges for additional fees. These are discussed on an individual basis.

If you are taking your Level 2 or Level 3 and have no previous similar qualifications you may be eligible for reduced fees.