

NCFE CACHE Level 5 Diploma for the Early Years Senior Practitioner Level 5 Programme Outline

Overview of the Programme

This qualification is designed to support the development of leadership and management skills in early years and the knowledge and skills relating to early years practice. This qualification is suitable for learners already working in the early years sector in a managerial role, as well as learners that may wish to develop their career or increase their understanding through professional development. It aligns to the early years lead practitioner occupational standard ST0551 and is recognised as a higher technical qualification (HTQ) and satisfies HTQ approvals criteria for meeting specific employer needs and industry requirements.

What types of activities are covered as part of the Early Years Senior Practitioner Level 5

The early years senior practitioner is a positive role model for the team. Through clear leadership and effective management, the senior practitioner supports and promotes best practice within legislative requirements to enable quality provision. Working collaboratively with colleagues, other professionals and parents/carers, the senior practitioner engages and motivates all involved for improved outcomes for babies and children.

The areas covered in this qualification include:

- quality environments
- early years pedagogy
- behaviour
- care routines
- professional development
- special educational needs and disability (SEND)
- safeguarding
- inclusion
- development
- play for learning
- partnership working
- the early years foundation stage (EYFS) statutory framework
- leading and managing
- health, safety and wellbeing
- roles and responsibilities

What does the Early Years Senior Practitioner Level 5 consist of?

[qualification-specification-ncfe-cache-level-5-diploma-for-the-early-years-senior-practitioner-v1-0.pdf](#)

EYE L5 SP 1 Manage care routines for children (D/651/1400)

EYE L5 SP 2 Lead practice in promoting wellbeing and resilience in children (F/651/1401)

EYE L5 SP 3 Model positive behaviour in the early years (H/651/1402)

EYE L5 SP 4 Lead activities, experiences and educational opportunities to promote children's speech, language and communication (J/651/1403)

EYE L5 SP 5 Lead children's early education and development (K/651/1404)

EYE L5 SP 6 Understand holistic child development from birth to seven years (L/651/1405)

EYE L5 SP 7 Developing children's emergent literacy skills (M/651/1406)

EYE L5 SP 8 Developing children's emergent mathematical skills (R/651/1407)

EYE L5 SP 9 Develop and implement policies and procedures to support the safeguarding of children (T/651/1408)

EYE L5 SP 10 Develop health and safety and risk management policies, procedures and practices in early years settings (Y/651/1409)

EYE L5 SP 11 Champion equality, diversity and inclusion (F/651/1410)

EYE L5 SP 12 Supporting children with special educational needs and disability in an early years setting (H/651/1411)
 EYE L5 SP 13 Work in partnership in early years settings (J/651/1412)
 EYE L5 SP 14 Lead and manage a team within an early years setting (K/651/1413)
 EYE L5 SP 15 Develop, maintain and use records and reports (L/651/1414)
 EYE L5 SP 16 Quality provision in early years settings (M/651/1415)
 EYE L5 SP 17 Promote professional development (R/651/1416)
 EYE L5 SP 18 Review own knowledge of learning and development for early years practice (T/651/1417)

Programme of study – guided learning hours

In order to complete the Early Years Senior Practitioner Level 5 you will need to achieve the minimum guided learning hours of 936 hrs. This must include a minimum of 300 work/placement hours if you are not in a full time position.

Approximate course duration is 12 months

To be counted in ratio at level 5 you may be required to obtain an English and Maths qualification equivalent to GCSE grade C/4 if you do not hold these already. Please refer to the Ofsted guidance on qualifications for more information. Quest can support with access to functional skills as required for your personal development.

Delivery by Quest Training

Activity	Delivery Method	Location	Duration
Initial assessment <ul style="list-style-type: none"> • Target Skills • Learning Styles Questionnaire • Application/ILR • Recognition of prior learning • ILP 	Via computer package Paper-based questionnaire Checking GCSE/other qualifications gained	Workplace	2 hours per learner
Induction <ul style="list-style-type: none"> • Quest Training Induction Pack • Vocational qualification • Knowledge qualification • Health & Safety • Equality & Diversity 	Tutor input using a range of methods including: <ul style="list-style-type: none"> • Theory input • Handouts • Workbooks • Presentations • Discussions • Question & answer sessions • Practical activities 	Workplace	Flexible arrangements e.g. 1 day 2 half days 3 x 2 hour sessions
Assessments & feedback <ul style="list-style-type: none"> • Assessment planning • Assessment • Feedback 	One-to-one with tutor Observation of direct performance by tutor One-to-one with tutor	Workplace	Depending on activity 1 – 3 hours
Progress reviews	One-to-one with tutor	Workplace	30 minutes

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Induction <ul style="list-style-type: none"> Quest Training Apprentice Handbook Apprenticeship Programme Skills Scan Functional Skills Health & Safety Health & Wellbeing Equality & Diversity Safeguarding British Values 	Tutor input using a range of methods including: <ul style="list-style-type: none"> Theory input Handouts Workbooks Presentations Discussions Question & answer sessions Practical activities 	Workplace	Flexible arrangements e.g. 1 day 2 half days 3 x 2 hour sessions
Tutorials/teaching delivery <ul style="list-style-type: none"> Skills, Knowledge & Behaviours Functional Skills 	One-to-one and/or group learning sessions with Tutor <ul style="list-style-type: none"> 4 Learning modules using a range of Blended Learning for the Knowledge Skills and Behaviours This will include regular revision and assessment of learning	Workplace and/or agreed venue	According to individual apprentice needs
Milestone Progress reviews	Every 8 weeks with the apprentice, tutor and employer to review progress towards "Gateway Readiness"	Workplace	30 minutes
Mock End-Point Assessment	Practice assessments in line with the End-Point Assessment Plan throughout the programme	Workplace and/or agreed venue	According to individual apprentice needs
Functional Skills Qualifications <ul style="list-style-type: none"> Practice Exams 	One-to-one with tutor English reading English writing English speaking, listening & communicating Maths	Workplace and/or agreed venue Quest Training or employer venue	 75 minutes 75 minutes 30 minutes 90 minutes

End-Point Assessment Plan

The End-Point Assessment is planned with the Independent End-Point Assessor, Employer and Apprentice

Assessment Method	Weighting	Duration	To Achieve a Pass	To Achieve a Distinction
Practical Observation with Q&A	33.3%	60 minutes for observation with 30 minutes Q&A	100% criteria	You must meet all of the pass criteria AND all of the distinction criteria
Professional Discussion	33.3%	60 minutes (+ 10% at the assessor discretion)	100% criteria	You must meet all of the pass criteria AND all of the distinction criteria
Case Study with Report, Presentation and Questioning	33.3%	Case study and report submitted 2 weeks prior to assessment 20 minutes for presentation 20 minutes for Questioning 40 minutes total duration (+ 10% at the assessor discretion)	100% criteria	You must meet all of the pass criteria AND all of the distinction criteria

All end-point assessment methods must be passed for the end-point assessment to be passed overall and all are equally weighted in their contribution to the overall EPA grade.

Independent assessors must combine the individual assessment method grades to determine the overall EPA grade.

Apprentices who fail one or more assessment method will be awarded an overall EPA fail.

To gain an overall EPA pass, apprentices must achieve a pass in all the assessment methods.

Grades from individual assessment methods should be combined in the following way to determine the grade of the EPA as a whole:

Observation with Questions	Professional Discussion underpinned by a Portfolio	Case Study with Report, Presentation and Questioning	Overall Grading
Fail	Any Grade	Any Grade	Fail
Any Grade	Fail	Any Grade	Fail
Any Grade	Any Grade	Fail	Fail
Pass	Pass	Pass	Pass
Distinction	Pass	Pass	Pass
Pass	Distinction	Pass	Pass
Pass	Pass	Distinction	Pass
Pass	Distinction	Distinction	Merit
Distinction	Pass	Distinction	Merit
Distinction	Distinction	Pass	Merit
Distinction	Distinction	Distinction	Distinction

As part of the apprenticeship, there is opportunity to access teaching and support sessions via a variety of methods. Please see below the different topics that are covered in the apprenticeship:

Learning journey steps	TAL sessions
Induction	British Values, Ecordia Training, Century training

Learning portfolio topics	<p>Equality, diversity and inclusion Holistic health and well-being Lead personal care routines Legislations and guidance within Early years practice Lead health and safety practice Lead Safeguarding Lead the key person approach and support transitions Lead administration in early years Observation, assessment and planning Child development Curriculum and pedagogical influences Effective play and learning environments Lead the support of speech, language and communication Promoting literacy and numeracy skills Partnership working and SEND Continuous professional development and reflective practice</p>
EPA Preparation	<p>EPA Support, Expected Behaviours</p>
Wider Curriculum sessions	<p>Study Skills, Digital Skills, GDPR, LGBT Awareness, E-Safety, Sustainability in the workplace, Health and Safety in the workplace, Employment Rights and Responsibilities, Safeguarding, Equality, Diversity and Inclusion, E- Safety, Using Word, Using PowerPoint, Using Excel, Referencing and Plagiarising Work, Personal Skills, Exam Techniques, Prevent Duty, British values, Health and Wellbeing</p>