



### **Summary of VTCT call centre queries to date**

**Q - Are your specifications ready?**

**A -** They are going through final proofing and final copies will be available in May 2009, meanwhile you can order pre-release specifications on disc or download from the VTCT or Edexcel websites

**Q - How do I book onto a training event?**

**A -** Details of the next training events are on our website, further dates for 2009/10 will be added shortly. Instructions on how to book onto these events will be given when further dates are added.

**Q - Will you be providing schemes of work and lesson plans and assignments?**

**A -** We will be providing sample assessments and guidance so that centres will feel confident to devise their own or contextualise ours. Lesson plans and schemes of work are the responsibility of Consortia, however we will be running further events based on this focus in the future. The assessment and delivery resources being developed with Pearson will include some sample schemes of work

**Q - Do I have to be part of a consortium to offer the Diploma?**

**A -** Yes. You will have been an identified centre within the consortia that applied through the Gateway process for that line of learning. Passing through the Gateway for one line does not mean that you can offer other lines.

**Q - Will EV's get training in Diplomas or are VTCT going to recruit specialists for this?**

**A -** VTCT will shortly be recruiting for examiners and moderators. EV's may apply for these positions.

**Q - Are you going to have log books?**

**A -** The Principle Learning is a holistic component of the Diploma qualification that encourages innovative modes of producing assessment evidence and therefore a log

book will not be provided. However we encourage Consortia to develop consistent approaches to recording and tracking candidate progress and achievement.

**Q - What should I teach first?**

**A -** VTCT have identified one internal assessment and one external assessment at each level for the January exam series so advise that these identified units are taught first.

At Foundation Level 1.1 external and 1.2 internal

At Higher Level 2.2 external and 2.1 internal

At Advanced Level 3.6 external and 3.8 internal

However we support centres in banking units.

**Q - When should I set the assignment?**

**A -** This should be based on both your schemes of work, how prepared your learners are and the examination series that you are planning on entering your students for

**Q - Can I run an NVQ in beauty or hair alongside the Diploma?**

**A -** Not as part of the Diploma Programme. The standards setting body do not support the delivery of NVQ's alongside a Diploma programme. The Diploma is a comprehensive qualification in its own right and therefore would put excess demands on learners.

**Q - What is the Diploma catalogue?**

**A -** The Diploma catalogue details the accredited qualifications that are available for Additional and Specialist Learning.

VTCT are currently developing qualifications for Version 8 of the catalogue to be published in May

**Q - What specialist learning qualifications will you be offering?**

**A -** We have identified flexible qualifications with pathways in Hair, Beauty and Spa

**Q - Can learners transfer between levels and lines of learning?**

**A -** This would need to be very early in the programme as the content is quite different. However there may be opportunity for co-teaching of aspects of Foundation and Higher level. We are currently developing a mapping document to identify these opportunities

**Q - Do assessors need to have the A1 award to be able to deliver and assess on the Diploma programme?**

**A -** No. Within the guidance in each unit we state:

In order to ensure that learners get the most out of this unit, it is recommended that the teaching by a suitably qualified and experienced teacher/lecturer be complemented by instruction by other personnel, such as:

- tutor/assessor combined with relevant industrial experience and knowledge of health and safety
- tutor/assessor combined with either an industry specialist with relevant industrial experience, practising hair and/or beauty tutor/assessor with sufficient CPD, or practising hair and or beauty work-based tutor/assessor with sufficient current practical experience and relevant CPD
- practising hair and/or beauty tutor/assessor with sufficient CPD/practising hair and or beauty work-based tutor/assessor with sufficient current practical experience and relevant CPD

We would expect the Domain Assessor across the Consortium to lead and carry out a skills audit of current teaching and assessing skills and match the appropriate personnel to the delivery and assessment activity.

**Q - Do we have to apply for Centre Approval to offer the Diploma in Hair and Beauty Studies?**

A - No. not a formal process. Consortia that have passed through the Gateway have undergone a rigorous process of approval with the DCSF and other partners. All that we expect is that you complete our *Intention to Offer for 2009* form which is downloadable from our website. We will need you to identify home and assessment centres and confirm that you have the sufficient facilities within the Consortium. Please complete and email your completed ITO to [nicrobinson@vtct.org.uk](mailto:nicrobinson@vtct.org.uk)

**Q - Is it true that you are now in partnership with Edexcel?**

A - Edexcel have joined up with VTCT to offer the Principal Learning qualifications in Hair and Beauty Studies. This allows Edexcel to offer consortia a complete Diploma suite through a single awarding body. VTCT will deliver the Principal Learning on behalf of Edexcel. The joint benefits of this will provide consortia with the sector specific expertise from VTCT and the first rate processes and procedures that Edexcel can offer.