gateway
qualifications

Qualification Specification

Gateway Qualifications Entry Level Diploma In Skills for the Land-based Sector (Entry 3)

Version 1.1

learning your way

This qualification specification covers the following qualification:

Qualification Number	Qualification Title
603/2027/8	Gateway Qualifications Entry Level Diploma In Skills for the Land-based Sector (Entry 3)

Please note that this qualification is due to be withdrawn and will have an Operational End Date of 31/7/2021 and a Certification End Date of 31/7/2022.

About this qualification specification

This qualification specification is intended for tutors, assessors, Internal Quality Assurers, Centre Quality Managers and other staff within Gateway Qualifications recognised centres and/or prospective centres.

It sets out what is required of the learner in order to achieve the qualification. It also contains information specific to managing and delivering the qualification(s) including specific quality assurance requirements.

The guide should be read in conjunction with the Gateway Qualifications Centre Handbook and other publications available on the website which contain more detailed guidance on assessment and verification practice.

In order to offer this qualification you must be Gateway Qualifications recognised centre.

If your centre is not yet recognised, please contact our Development Team to discuss becoming Gateway Qualifications Recognised Centre:

Telephone: 01206 911211
Email: enquiries@gatewayqualifications.org.uk
Website: www.gatewayqualifications.org.uk/recognition

Contents

1. Qualification Information

1.1. About the qualification

The qualification has been approved by the Office of Qualifications and Examinations Regulation (Ofqual) that regulates qualifications, examinations and assessments in England.

The qualification is intended to provide learners with a broad introduction to the land-based sector, equipping learners with underpinning knowledge and skills specific to the sector alongside a range of transferable employability skills. They are designed to support progression to further learning and ultimately to work in the land-based or other related sectors.

The wide range of optional units available within the qualification enables learners to undertake a broad course covering both animal care and agriculture, forestry and horticulture, or to focus on one just one of these two routes. The Skills for the Land-based sector qualifications form part of a suite of 'Skills for…' qualifications that cover a number of sectors and are available at Entry 3, Level 1 and Level 2. The employability skills units are common across the suite, enabling easy transfer of credits between qualifications and supporting opportunities for cross-faculty working.

The qualifications have been developed with the support of a number of further education colleges, training providers and adult and community learning providers. They have been designed to be consistent with the principles for study programmes for 16-19 year olds but are also relevant, particularly in the case of the smaller qualifications, for adults including the unemployed. These qualifications are also suitable for pre-16 learners.

1.2. Objective

The Gateway Qualifications Skills for the Land-based Sector qualifications are categorised as having the following objectives:

- prepare learners to progress to a qualification in the same sector or a related area at a higher level or requiring more specific knowledge, skills and understanding
- prepare learners for employment in the sector or a related sector.

1.3. Key Facts

Qualification Title	Total Qualification Time	Guided Learning	Credit Value
Gateway Qualifications Entry Level Diploma In Skills for the Land-based Sector (Entry 3)	370	342	37

Total Qualification Time is the number of notional hours which represents an estimate of the total amount of time that could be reasonably expected to be required for a learner to achieve and demonstrate the achievement of the level of attainment necessary for the award of the qualification.

Total Qualification Time is comprised of the following two elements:

- The number of hours which an awarding organisation has assigned to a qualification for Guided Learning, and

- An estimate of the number of hours a Learner will reasonably be likely to spend in preparation, study or any other form of participation in education or training, including assessment, which takes place by – but, unlike Guided Learning, not under the Immediate Guidance or Supervision of – a lecturer, supervisor, tutor or other appropriate provider of education or training.

1.4. Achievement methodology

The qualification will be awarded to learners who successfully achieve an approved combination of units through a Portfolio of Evidence that has been successfully verified and monitored through Gateway Qualifications' Quality Assurance process. Achievement is therefore determined by successful completion of unit assessment with no further requirement for additional/summative assessment.

1.5. Geographical Coverage

This qualification has been approved by Ofqual to be offered in England.

1.6. Progression Opportunities

These qualifications are designed to enable progression into further learning at the same level (e.g. from an award to a certificate) or to further learning at a higher level (e.g. from Entry 3 to Level 1). The strong focus on transferable employability skills means that learners could move within or between sectors as they progress. Some learners may be able to progress directly into employment, particularly where work-based training will be offered, but it is expected that most learners will build on the skills and knowledge gained from these qualifications through further learning before entering employment.

1.7. Relationship with other frameworks

The qualifications do not have a direct relationship with any other framework but in determining the content of the units, due regard has been paid to a range of National Occupational Standards developed by Lantra.

1.8. Funding

For information regarding potential sources of funding please visit the following the Education and Skills Funding Agency:

https://www.gov.uk/government/organisations/education-and-skills-funding-agency.

The qualification is listed on S96 as available for delivery to young people aged less than 19 years old (refer to Section 2.1 Age for approval age range of this qualification).

1.9. Equality, Diversity and Inclusion

It is Gateway Qualifications' aim that there shall be equal opportunities within this organisation and in all the services it provides and within its recognised centres and via the services they provide and so meet the organisation's legal responsibilities to prevent discrimination.

In particular it is the organisation's intention that there should be no discrimination on the grounds of a protected characteristic including age, disability, gender assignment, marriage and civil partnership, pregnancy and maternity, race, religion and belief, sex, sexual orientation. It is acknowledged that this is not an exhaustive list.

2.   Learner Entry Requirements

2.1. Age

The approved age range for the qualification is: Pre-16, 16-18 and 19+.

2.2. Prior Qualifications

There is no requirement for learners to have achieved prior qualifications or units prior to undertaking this qualification.

2.3. Prior Skills/Knowledge/Understanding

There is no requirement for learners to have prior skills, knowledge or understanding.

2.4. Restrictions

There are no restrictions to entry.

2.5. Access to qualifications for learners with disabilities or specific needs

1. Gateway Qualifications and recognised centres have a responsibility to ensure that the process of assessment is robust and fair and allows the learner to show what they know and can do without compromising the assessment criteria.

2. Gateway Qualification has a duty to permit a reasonable adjustment where an assessment arrangement would put a disabled person at a substantial disadvantage in comparison to someone who is not disabled. Please refer to the Reasonable Adjustments and Special Considerations Policy for further details.

2.6. Additional Requirements/Guidance

There are no additional rules or guidance regarding learner entry requirements.

2.7. Recruiting Learners with Integrity

It is vital that centres recruit with integrity with regard to qualifications. Centres must ensure that learners have the correct information and advice on their selected qualification(s) and that the qualification(s) will meet their needs.

The recruitment process must include the centre assessing each potential learner and making justifiable and professional judgements about the learner's potential to successfully complete the assessment and achieve the qualification. Such an assessment must identify, where appropriate, the support that will be made available to the learner to facilitate access to the qualification(s).

3. Achieving the Qualification

3.1. Qualification Structure (Rules of Combination and Unit List)

> The knowledge, skills and understanding that will be assessed as part of the qualification are set out within the unit specifications. These include the learning outcomes and associated assessment criteria. To obtain unit information, please contact Gateway Qualifications who will enable access to our unit library.
>
> For information on Recognition of Prior Learning/Exempt and Equivalent units please see section **3.2 Recognition of Prior Learning (RPL)/Exemptions/Equivalencies.**

Gateway Qualifications Entry Level Diploma In Skills for the Land-based Sector (Entry 3)

Learners must complete two mandatory units from Group M, totalling 8 credits. In addition, they must complete a minimum of 12 credits from Group O1 (Optional units: Land-based) and 17 further credits from either Group O1 or Group O2 (Optional units: Employability Skills).

Learners cannot include more than one unit with the same or similar title. Please refer to the barred units table for further details. Appendix 1 - Barred Unit Listings

Mandatory Group (M)

Learners must complete the two units from this group.

Unit Number	Unit Title	Level	Guided Learning	Credit Value
L/615/8290	Health and Safety in the Land-based Workplace	Entry 3	40	4
R/615/8355	Working in the Land-based Sector	Entry 3	40	4

Optional Units: Land-based (O1)

Leaners must complete a minimum of 12 credits from this group.

Unit Number	Unit Title	Level	Guided Learning	Credit Value
Y/615/8194	Animal Health and Wellbeing	Entry 3	40	4
R/615/8789	Animal Health and Wellbeing	1	36	4
K/615/8197	Caring for Animals - Feeding and Grooming	Entry 3	40	4
J/615/8790	Caring for Animals: Feeding and Grooming	1	36	4
L/615/8791	Carrying Out a Land-based (Agriculture, Horticulture or Forestry) Project	1	48	6
R/615/8792	Carrying Out an Animal Care Project	1	48	6
M/615/8198	Cleaning and Maintaining Animal Accommodation	Entry 3	40	4
Y/615/8793	Cleaning and Maintaining Animal Accommodation	1	36	4
L/615/8256	Cultivating Compost and Soils	Entry 3	30	3
D/615/8794	Cultivating Compost and Soils	1	27	3
R/615/8257	Cultivating Herbs	Entry 3	30	3
H/615/8795	Cultivating Herbs	1	27	3
T/615/8283	Cultivating Plant Cuttings	Entry 3	20	2
K/615/8796	Cultivating Plant Cuttings	1	45	5
A/615/8284	Dealing with Emergencies in Animal Care	Entry 3	30	3
M/615/8797	Dealing with Emergencies in Animal Care	1	27	3
T/615/8798	Establishing and Maintaining Lawns	1	27	3
J/615/8286	Estate Maintenance	Entry 3	30	3
A/615/8799	Estate Maintenance	1	27	3
R/615/8288	Garden Habitats	Entry 3	30	3
H/615/8800	Garden Habitats	1	27	3
Y/615/8289	Garden Maintenance	Entry 3	30	3
K/615/8801	Garden Maintenance	1	27	3
R/615/8291	Identifying and Controlling Common Pests	Entry 3	30	3
A/615/8804	Identifying and Controlling Common Pests and Diseases	1	36	4
D/615/8293	Lawn Care	Entry 3	30	3
A/615/8303	Moving, Handling, Catching and Restraining Small Animals	Entry 3	50	5
F/615/8805	Moving, handling, Catching and Restraining Small animals	1	45	5
F/615/8304	Organic Horticulture	Entry 3	30	3
J/615/8806	Organic Horticulture	1	27	3
J/615/8305	Planting in a Container	Entry 3	20	2
L/615/8807	Planting in a Container	1	27	3
R/615/8307	Propagating Plants	Entry 3	40	4
F/615/8819	Propagation of Plants	1	27	3
K/615/8345	Receiving, Storing and Preparing Animal Feed	Entry 3	40	4

Unit Number	Unit Title	Level	Guided Learning	Credit Value
T/615/8820	Receiving, Storing and Preparing Animal Feed	1	36	4
T/615/8347	Soils and Crop Plants	Entry 3	30	3
A/615/8821	Soils and Crop Plants	1	27	3
T/615/8350	Sowing and Growing Techniques	Entry 3	30	3
J/615/8823	Sowing and Growing Techniques	1	27	3
F/615/8352	The Seasons in Gardening	Entry 3	40	4
Y/615/8826	The Seasons in Horticulture	1	27	3
L/615/8354	Understanding Animals	Entry 3	40	4
D/615/8827	Understanding Animals	1	36	4

Optional Units: Employability Skills (O2)

Learners may complete up to 17 credits from this group.

Unit Number	Unit Title	Level	Guided Learning	Credit Value
J/503/2807	Applying for a Job	Entry 3	10	1
H/503/2832	Applying for a Job	1	10	1
F/504/6267	Assessing own Personal, Learning and Thinking Skills	Entry 3	8	1
J/504/6268	Assessing own Personal, Learning and Thinking Skills	1	8	1
D/503/2845	Building Working Relationships with Colleagues	1	20	2
R/506/6460	Career Planning	Entry 3	20	2
M/506/3484	Career Planning	1	20	3
A/505/1225	Career Planning	2	20	3
R/503/2812	Career Progression	Entry 3	10	1
F/503/2837	Career Progression	1	20	2
Y/503/2813	Conduct at Work	Entry 3	10	1
Y/504/6310	Effective Communication in the Workplace	Entry 3	30	3
D/504/6311	Effective Communication in the Workplace	1	30	3
Y/506/6461	Effectiveness at Work	Entry 3	20	2
R/506/3493	Effectiveness at Work	1	16	2
J/504/6321	Exploring and Presenting Enterprise Ideas	Entry 3	25	3
L/504/6322	Exploring and Presenting Enterprise Ideas	1	25	3
L/504/6319	Exploring Entrepreneurship	Entry 3	15	2
F/504/6320	Exploring Entrepreneurship	1	15	2
R/503/2809	Interview Skills	Entry 3	10	1
M/503/2834	Interview Skills	1	10	1
Y/504/6324	Introduction to Self-Employment	Entry 3	25	3
F/504/7662	Introduction to Self-Employment	1	22	3
A/503/2822	Learning from Work Placement	Entry 3	10	2
J/503/2855	Learning from Work Placement	1	10	2
H/507/1338	Positive Attitudes and Behaviours at Work	1	10	1

Unit Number	Unit Title	Level	Guided Learning	Credit Value
L/503/2808	Preparing for an Interview	Entry 3	10	1
K/503/2833	Preparing for an Interview	1	10	1
T/503/2821	Preparing for Work Placement	Entry 3	10	1
F/503/2854	Preparing for Work Placement	1	10	1
F/503/2806	Searching for a Job	Entry 3	10	1
D/503/2831	Searching for a Job	1	10	1
D/507/1337	Self-Management Skills	Entry 3	20	2
A/506/6453	Setting and Meeting Targets at Work	Entry 3	20	2
J/506/3491	Setting and Meeting Targets at Work	1	20	2
J/504/6299	Skills for Creative Thinkers	Entry 3	15	2
H/504/6262	Skills for Creative Thinkers	1	15	2
A/504/6249	Skills for Effective Participants	Entry 3	15	2
Y/504/6260	Skills for Effective Participants	1	15	2
T/504/6248	Skills for Independent Enquirers	Entry 3	15	2
D/504/6258	Skills for Independent Enquirers	1	15	2
F/504/6902	Skills for Reflective Learners	Entry 3	15	2
A/504/6915	Skills for Reflective Learners	1	15	2
K/504/6246	Skills for Self Managers	Entry 3	15	2
J/504/6254	Skills for Self Managers	1	15	2
H/504/6245	Skills for Team Workers	Entry 3	15	2
A/504/6252	Skills for Team Workers	1	15	2
F/506/6454	Solving Work-related Problems	Entry 3	20	2
A/506/3830	Solving Work-related Problems	1	20	2
K/504/6327	Time Management	1	20	2
A/504/6316	Using ICT in the Workplace	Entry 3	25	3
F/504/6317	Using ICT in the Workplace	1	25	3
K/504/6313	Using Numeracy Skills in the Workplace	Entry 3	30	3
M/504/6314	Using Numeracy Skills in the Workplace	1	30	3
H/504/6701	Work in a customer-friendly way	Entry 3	18	2
K/504/6702	Work in a customer-friendly way	1	18	2
D/503/2814	Working in a Team	Entry 3	30	3
R/503/2843	Working in a Team	1	30	3
H/504/6309	Working with Colleagues	Entry 3	20	2

3.2. Recognition of Prior Learning

Recognition of Prior Learning (RPL) provides learners and Centres with an alternative assessment method by which a learner's previous achievements can meet the assessment requirements for a unit/qualification through the knowledge, understanding or skills that they already possess and so, do not need to develop these through a course of learning.

It enables the recognition of achievement from a range of activities using any valid assessment methodology. Provided that the assessment requirements of a given unit or qualification have been met, the use of RPL is acceptable to contribute to a unit, units or a whole qualification according to the RPL criteria for a given qualification.

Qualification Number	Qualification Title	RPL Permitted
603/2027/8	Gateway Qualifications Entry Level Diploma In Skills for the Land-based Sector (Entry 3)*	Yes

*The recognition of prior learning is permitted for this qualification and includes the prior attainment of units on a qualification offered by Gateway Qualifications, e.g. where a learner progresses from a smaller qualification to a larger qualification and where the qualifications have shared content such as an Award, Certificate and/or Diploma.

Centres should refer to the Gateway Qualifications' Recognition of Prior Learning policy and follow the process available on the website.

3.3. Links to other qualifications

These qualifications form part of a suite 'Skills for…' qualifications in a number of sectors and across Entry 3, Level 1 and Level 2. The employability skills units are common across the suite and also appear within Gateway Qualifications provision in Employability Skills. Some of the employability skills units also make up the Gateway Qualifications Personal, Learning and Thinking Skills qualifications and the Entry 3 employability skills units also feature in the Entry 3 Preparation for Employment qualifications.

4. Assessment and Quality Assurance

The following are in addition to the standard assessment and quality assurance requirements set out in the Gateway Qualifications Centre Handbook.

4.1. Method of Assessment

The method of assessment for the qualifications is through a portfolio of evidence.

4.2. Assessment Materials

There are no specific assessment materials provided for the qualification.

4.3. Qualification-Specific Centre Requirements

Centres must ensure that they have the appropriate resources in place when delivering performance units from vocational areas.

In the delivery of qualification and units to pre-16 learners, centres are required to exercise due diligence in respect of the following:

- the learner's needs and access to information and advice about the units offered and how the course of learning will meet their needs;
- the learner's present capacity to undertake the tasks set by tutors, and tutors understanding of how particular tasks accord with the assessment criteria for the unit;
- tutors should be fully conversant with the qualification and unit specification/s offered to learners, where clarification is required the centre should consult with the assigned Quality Reviewer for further advice and guidance in the delivery of units and refer to the Centre Handbook and Reasonable Adjustment and Special Consideration policy and guidance.
- centres will be required to have appropriate and up to date risk assessments and ensure that appropriate support and supervision is provided; appropriate subject specialist knowledge should be consulted where the possibility of harm to learners is identified; this will be monitored through Gateway Qualifications' quality assurance process.
- the centre contact for the unit/qualification being delivered must ensure that all procedures relating to the delivery of the unit/qualification operate effectively in the centre.

4.4. Qualification-Specific Tutor/Assessor Requirements

There are no specific tutor/assessor requirements for the qualification.

4.5. Qualification-Specific Quality Assurance Requirements

There are no specific verification requirements for the qualification.

4.6. Additional Requirements/Guidance

There are no additional requirements that Learners must satisfy in order for assessment to be undertaken and the qualification to be awarded.

5.   What to do next

For existing centres please contact your named Development Manager or Development Officer.

For organisations, not yet registered as Gateway Qualifications centre please contact:

Gateway Qualifications
Gateway House
3 Tollgate Business Park
Colchester
CO3 8AB

Tel: 01206 911211

Email: enquiries@gatewayqualifications.org.uk

6.   Gateway Qualifications

Gateway Qualifications, a not for profit registered charity, is an Awarding Organisation based in Colchester.

We work with learning providers and industry experts to design and develop qualifications that benefit the learner and the employer.

We support flexible, responsive and quality assured learning opportunities whether it's in the classroom, at work, in the community or through distance learning.

We are recognised by Ofqual, to design, develop and submit qualifications to the Regulated Qualifications Framework (RQF).

7. Appendices

7.1. Appendix 1 - Barred Unit Listings

Gateway Qualifications Entry Level Diploma In Skills for the Land-based Sector (Entry 3)

These Units		Are Barred Against These Units	
Unit Number	Unit Title	Unit Number	Unit Title
Y/615/8194	Animal Health and Wellbeing	R/615/8789	Animal Health and Wellbeing
J/503/2807	Applying for a Job	H/503/2832	Applying for a Job
F/504/6267	Assessing own Personal, Learning and Thinking Skills	J/504/6268	Assessing own Personal, Learning and Thinking Skills
D/503/2845	Building Working Relationships with Colleagues	H/504/6309	Working with Colleagues
R/506/6460	Career Planning	M/506/3484	Career Planning
R/503/2812	Career Progression	F/503/2837	Career Progression
K/615/8197	Caring for Animals - Feeding and Grooming	J/615/8790	Caring for Animals: Feeding and Grooming
M/615/8198	Cleaning and Maintaining Animal Accommodation	Y/615/8793	Cleaning and Maintaining Animal Accommodation
Y/503/2813	Conduct at Work	H/507/1338	Positive Attitudes and Behaviours at Work
L/615/8256	Cultivating Compost and Soils	D/615/8794	Cultivating Compost and Soils
R/615/8257	Cultivating Herbs	H/615/8795	Cultivating Herbs
K/615/8796	Cultivating Plant Cuttings	T/615/8283	Cultivating Plant Cuttings
A/615/8284	Dealing with Emergencies in Animal Care	M/615/8797	Dealing with Emergencies in Animal Care
Y/504/6310	Effective Communication in the Workplace	D/504/6311	Effective Communication in the Workplace
Y/506/6461	Effectiveness at Work	R/506/3493	Effectiveness at Work
J/615/8286	Estate Maintenance	A/615/8799	Estate Maintenance
J/504/6321	Exploring and Presenting Enterprise Ideas	L/504/6322	Exploring and Presenting Enterprise Ideas
L/504/6319	Exploring Entrepreneurship	F/504/6320	Exploring Entrepreneurship
R/615/8288	Garden Habitats	H/615/8800	Garden Habitats
Y/615/8289	Garden Maintenance	K/615/8801	Garden Maintenance
R/615/8291	Identifying and Controlling Common Pests	A/615/8804	Identifying and Controlling Common Pests and Diseases
R/503/2809	Interview Skills	M/503/2834	Interview Skills
Y/504/6324	Introduction to Self-Employment	F/504/7662	Introduction to Self-Employment
A/503/2822	Learning from Work Placement	J/503/2855	Learning from Work Placement
A/615/8303	Moving, Handling, Catching and Restraining Small Animals	F/615/8805	Moving, handling, Catching and Restraining Small animals
L/503/2808	Preparing for an Interview	K/503/2833	Preparing for an Interview
T/503/2821	Preparing for Work Placement	F/503/2854	Preparing for Work Placement
F/503/2806	Searching for a Job	D/503/2831	Searching for a Job
D/507/1337	Self-Management Skills	J/504/6254	Skills for Self Managers
A/506/6453	Setting and Meeting Targets at Work	J/506/3491	Setting and Meeting Targets at Work

These Units		Are Barred Against These Units	
Unit Number	Unit Title	Unit Number	Unit Title
J/504/6299	Skills for Creative Thinkers	H/504/6262	Skills for Creative Thinkers
A/504/6249	Skills for Effective Participants	Y/504/6260	Skills for Effective Participants
T/504/6248	Skills for Independent Enquirers	D/504/6258	Skills for Independent Enquirers
F/504/6902	Skills for Reflective Learners	A/504/6915	Skills for Reflective Learners
K/504/6246	Skills for Self Managers	J/504/6254	Skills for Self Managers
		D/507/1337	Self-Management Skills
		K/504/6327	Time Management
H/504/6245	Skills for Team Workers	A/504/6252	Skills for Team Workers
		D/503/2814	Working in a Team
		R/503/2843	Working in a Team
A/504/6252	Skills for Team Workers	D/503/2814	Working in a Team
		R/503/2843	Working in a Team
F/506/6454	Solving Work-related Problems	A/506/3830	Solving Work-related Problems
A/504/6316	Using ICT in the Workplace	F/504/6317	Using ICT in the Workplace
K/504/6313	Using Numeracy Skills in the Workplace	M/504/6314	Using Numeracy Skills in the Workplace
H/504/6701	Work in a customer-friendly way	K/504/6702	Work in a customer-friendly way
R/503/2843	Working in a Team	Y/503/2875	Working in a Team

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