

Student handbook – Health and Social Care level 2 and 3



Qualification Details & Programme Overview

The BTEC Courses that QK offers in Health and Social care currently are:

Edexcel BTEC Level 2 Extended Certificate in Health and Social Care (Year 12) worth 2 GCSEs equivalent. This course is taught in ten lessons a week for one year.

Edexcel BTEC Level 3 Subsidiary Diploma in Health and Social Care (year 12 -13) worth 1 A-level equivalent. This course is taught in six lessons a week over two years

The courses are taught by:

Ms Theodorou – Year 12 level 2

Ms Malits - Year 12 level 2

Ms Lloyd-Richards – Year 12 level 3

Ms Papadopoulos – Year 12 and 13 level 3

The following is expected of you and will help you achieve your full potential:

- Respect your teacher, class mates and your working environment
- Attend all your lessons
- Make sure you arrive to class on time
- Submit your work on the deadline date given by your teacher
- Follow the QK code of conduct in class

What you will receive from your teacher:

- Regular feedback on work submitted
- All the help and support you need
- Resources & links

Unit Details & Key Skills Information

Edexcel BTEC Level 2 Extended Certificate in Health and Social Care

The Edexcel BTEC Level 2 Extended Certificate in Health and Social Care is a 30-credit and 180-guided learning hour qualification (GLH) that consists of **either two** specialist optional and **two** optional units or **four** specialist optional and **one** optional unit that provide a combined total of 30 credits.

The mandatory units are:

Unit 1 Communication in Health and Social Care
Unit 2 Individual Rights in Health and Social Care
Unit 3 Individual Needs in Health and Social Care
Unit 4 Ensuring Safe Environments in Health and Social Care

Optional units include:

Human Lifespan Development
The Impact of Diet on Health

Edexcel BTEC Level 3 Subsidiary Diploma – 60 credits

The Edexcel BTEC Level 3 Subsidiary Diploma in Business is a 60-credit and 360 guided-learning-hour (GLH) qualification that consists of **three** mandatory units **plus** optional units that provide for a combined total of 60 credits.

This is equivalent to 1 A-Level.

The mandatory units are:

Unit 1 – developing effective communication in HSC
Unit 2 – Equality, Diversity and Rights in HSC
Unit 3 – health, safety and Security in HSC

Optional units include:

Development through the life stages
Nutrition for HSC
Sociological/psychological perspectives for HSC
Anatomy and Physiology for HSC

BTEC Assessment Information Level 2 & 3

In BTEC all units are internally assessed.

All assessment for BTEC qualifications is criterion referenced, based on the achievement of all the specified learning outcomes.

Each unit within the qualification has specified assessment and grading criteria which are to be used for grading purposes. A summative unit grade can be awarded at pass, merit or distinction:

- to achieve a 'pass' a learner must have satisfied **all** the pass assessment criteria
- to achieve a 'merit' a learner must additionally have satisfied **all** the merit grading criteria
- to achieve a 'distinction' a learner must additionally have satisfied **all** the distinction grading criteria.

Plagiarism Policy

Plagiarism, as defined in the 1995 Random House Compact Unabridged Dictionary, is the "use or close imitation of the language and thoughts of another author and the representation of them as one's own original work."

The use of referenced material is encouraged by the department to add weight of argument to a piece of work or particular point. Any quotations within a piece of work are expected to be noted. Additional care must be observed given that all Edexcel moderated work is electronically scanned.

Appeals Procedure

The assessor will forward your case to the Lead Internal Verifier. Your case will be discussed and your work will be moderated and feedback is given to you. The case will also be discussed with the Head of Department but the decision of the appeals Panel is final. The Lead Internal Verifier will inform the candidate as soon as a decision has been made and this will take no longer than two weeks. The appeal is logged and kept in the programme file for the External Verifier and as evidence.

Coursework Hand-In

All coursework and homework will be submitted to the 6th form learning center's Coursework/ Homework Submission system. Students who have not submitted work by the given deadline will have a letter automatically generated and sent to their parents. The student will be placed onto the cause for concern register and will be expected to attend the Monday morning catch-up sessions coordinated by the pastoral team until the outstanding piece of work is completed.

Causes for Concern

All causes for concern will be tracked by the department this will provide evidence of interventions and allow tracking to be carried out with students across class boundaries between teachers. Students will be classified a cause for concern under the following headings:

Behaviour – a student's behaviour has meant they have impacted upon their or other students learning. Coursework/ homework – a student has not submitted a piece of coursework. Attendance– a student's lack of attendance is having a direct effect upon their performance. Equipment – a student has attended class without their required notes, books, stationary or other equipment.

The five stages of the departmental cause for concern policy are as follows:

In the first instance (stage one) one letter will be sent home to inform parents of our concern.

At stage two, another formal letter is issued of more severity to parents.

At stage three, a parent or guardian must be spoken to directly by the teacher involved, usually by telephone or at a progress review.

At stage four, a formal meeting will be set up with the Head of Faculty, the parent, the student, the classroom teacher and the DoL in attendance.

At stage five, the progress of the student will be passed through from the department to the Director of Learning or SLT. Given the severity of this point it will most likely be our recommendation that the student should be removed from the course.