



Wilplan Training Ltd.



**City & Guilds 6302 PTLLS
(Preparing to Teach in the
Lifelong Learning Sector)**



Teacher Training

City and Guilds 6302 Preparing to Teach in the Lifelong Learning Sector

This course is the updated and revised PTLLS course previously the 7303.

The City & Guilds 6302 course is delivered through a combination of self directed home study and through a short course workshop designed to give you the knowledge and skills to enter into the teaching and training sector.



Who is the course for?

For learners who work, or want to work as teachers/trainers in the Lifelong Learning Sector (LLS). It is mandatory for those wishing to enter teaching in the regulated LLS in England. PTLLS is also widely recognised as the standard for those beginning to teach in the non regulated sector in England for example security, first aid as well as health and safety. The qualification is also widely acknowledged by other nations as the minimum standard for those delivering training.

The course introduces candidates to delivering training and is ideal for trainers in commerce, industry, the public sector or HM forces, who might not have had the opportunity to build up any teaching hours.

What are the entry requirements?

Students will need to be able to communicate effectively in written and spoken English.

How long is the course?

The course is divided into 3 clear phases with a course workshop of 4 days

Phase 1: Consists of self directed home study and completion of several key tasks. You will need to allocate approximately 20 hours of self study time for this prior to phase 2. For this phase you will be issued with a course manual and suggested reading materials that will assist you in completing the tasks. We recommend you book your course in ample time to allow for completion of this phase.

Phase 2: Attending the 4 day workshop where your pre-course tasks will be reviewed combined with interactive sessions from your tutor. This will culminate in the completion of your key tasks and the design and delivery of a 15 minute micro teaching session on a topic of your choice.

Phase 3: This final stage may involve further self directed study and completion of your assessment tasks should you need more time to finalise your work.

The topics in the City and Guilds 6302 Course are:

- Section 1: Understand own role, responsibilities and boundaries of role to other professionals
- Section 2: Understand appropriate teaching and learning approaches in lifelong learning
- Section 3: Plan and deliver an inclusive learning and teaching session and evaluate own delivery practice
- Section 4: Understand methods of assessment used in lifelong learning, involve learners in the assessment process and record keeping requirements

You require no specific prior qualifications, learning or experience to take this qualification. However you will be expected to complete and return a pre-course assessment form to ensure that:

- The level of the programme is appropriate for you
- You are able to interpret written tasks and write your answers in a legible, clear and coherent form.

The course consists of formally structured learning which incorporates varied teaching and learning activities

Course Fees:

The course can be undertaken on either a residential or non-residential basis and the fees are as follows:

Non Residential: £395.00 plus VAT including assessment, examination and certification fees.

Residential Option: Single rooms are available at £57.00 per person per night including VAT for bed, full breakfast and a three course evening meal.

Also included is free wireless internet in all bedrooms and communal areas together with full use of the Health, Fitness & Leisure Club for the duration of your stay. Further details can be found on our "Residential Options" page.

Bespoke courses: Depending on your individual requirements bespoke courses may offer cost savings. Please call 0845 009 5647 or email info@wilplantraining.co.uk for further details.