INFORMATION SHEET 001: TEACHING IN THE EDUCATION AND TRAINING SECTOR
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GENERAL INTRODUCTION

Although there is no legal requirement to have a prescribed teaching qualification in order to teach in publicly funded post 16 education and training in England, you are likely to find that possession of, or willingness to gain, a recognised teaching qualification is included as an essential or desirable criterion for appointment to teaching posts. Possession of a teaching qualification would probably enhance your chances of appointment.

Currently available qualifications for the sector are:

- Level 3 Award in Education and Training (QCF) 12 credits
- Level 4 Certificate in Education and Training (QCF) 36 credits
- Level 5 Diploma in Education and Training (QCF) 120 credits

Please note some universities may adopt entirely different titles for their qualifications [for example they may be called PGCE in Post Compulsory Education and Training (PCET), Cert Ed, Post Graduate Diploma, Professional Diploma]. This is of no significance as they all qualify you to teach in the further education sector, employers do not discriminate on the basis of the title or where you obtained the qualification.

WHAT IS COVERED BY PUBLICLY FUNDED POST 16 EDUCATION AND TRAINING?

The largest part of the sector is colleges of further education. These tend to be large organisations offering a wide range of academic, professional or vocational qualifications to a diverse cohort of full and part time students from age 16 upwards. Some colleges of further education have particular specialisms often linked to the local economy; e.g. some rural colleges may specialise in agriculture or animal husbandry; some urban colleges may have close links with engineering or with retail industries, and these are reflected in the courses and qualifications on offer. Generally, F.E. colleges offer a broad curriculum to meet a broad set of learning needs from basic skills to higher professional qualifications.

There are a considerable number of 6th form colleges catering for 16 – 19 year olds. These offer mainly academic qualifications GCSE, AS / A2.

Adult and Community Learning providers seek to meet a wide range of learning need from basic skills to vocational and recreational courses and tend to attract the older (21+) learners.

Work Based Learning is offered within the workplace or by training organisations often working in partnership with employers and sometimes colleges of further education. The courses and qualifications tend to be vocational and include apprenticeships.

The sector also includes Offender Learning which takes place in prisons or youth offender institutions. Courses in offender institutions focus on basic and employability skills including some vocational qualifications and occasionally, academic subjects.

Many voluntary and charitable organisations (Third Sector) also provide courses, often in basic and employability skills and some specialist areas.
Most of this provision is funded by the government through the Education Funding Agency (EFA) or the Skills Funding Agency (SFA).

WHAT ARE THE QUALIFICATIONS AND HOW DO I ACCESS THEM?

THE FULL TEACHER QUALIFICATIONS

This is the Diploma in Education and Training. This qualification can be gained through a one year programme usually within a university teacher training department. Part of the year will be spent on placement (at least 100 hours) in a partner F.E. college or similar environment which is arranged for you by the university. This provides practical teaching experience and you will be observed and assessed on your performance.

Courses usually follow the academic year – September – June and comprise around 12 hours week of supervised study time. Arrangements can vary from university to university and there may be more flexibility, so it is best to enquire locally about exact details.

Full teacher qualification can also be gained through a two year part time programme. These often take place in a college of further education. Usually however, you would need to find your own teaching placement (paid or voluntary) before completing enrolment.

There also exist a variety of private providers whose offer may include shorter more intense programmes and whose qualifications are usually validated by a recognised Awarding Body [for example Pearson, Ascentis or City & Guilds].

It is permissible to work in a paid capacity as a teacher without a qualification but it may be a condition of employment that you enrol on and achieve the qualification within a specified timescale. For many teachers this is an in-service qualification route as opposed to the preservice route offered within the one year model.

AET / AWARD IN EDUCATION AND TRAINING

The level 3 Award in Education and Training is offered as a threshold award by many course providers. It comprises 30 hours of taught study usually over 10 – 12 weeks in a college of further education. It gives an introduction to teaching adults and you will gain a preliminary understanding of lesson planning, delivery and assessment. It is also an indication to a prospective employer that you are on the route to the qualification and may help you find some paid work.

CET / CERTIFICATE IN EDUCATION AND TRAINING

The level 4 Certificate in Education and Training comprises 36 credits and envisages 120 taught hours of study with a 30 hours of required supervised teaching practice.

You can find more information about the qualifications in Education and Training at this link.
TEACHING BASIC ENGLISH, BASIC MATHS, ENGLISH FOR SPEAKERS OF OTHER LANGUAGES (ESOL) OR DISABLED LEARNERS.

If you want to teach any of these subjects or to teach those with particular learning needs, you could consider taking an extra qualification. These are called the “stand alone” specialist diplomas and you can do them together with your full teacher qualification [known as an integrated course]—Alternatively you can take a full teacher qualification first and then add the separate qualification, usually by taking a one year part time course.

There are 5 Diplomas
• Teaching English (Literacy)
• Teaching English (ESOL)
• Teaching English (Literacy and ESOL) • Teaching Mathematics (Numeracy)
• Teaching Disabled Learners.

ENTRANCE REQUIREMENTS

Applicants need to be qualified and / or experienced in the subject they wish to teach. For academic subjects this would typically be at degree level. For those teaching on professional courses candidates should hold the appropriate qualification e.g. accountancy lecturers should be professionally qualified. For those teaching vocational subjects candidates should have an appropriate vocational qualification usually minimum level 3. Professional or industry experience may also be expected.

Basic English, ESOL and maths tutors need to be able to demonstrate level 3 competencies in literacy and numeracy.

HOW TO APPLY

To apply for a place you normally make direct application to the university, college or training provider where you want to study. We can send you a list of course providers in your region if you let us know where you are based.

Some universities accept application through UCAS Teacher Training (https://www.ucas.com/ucas/teacher-training). You can find these by selecting Further Education in the search tool on their website, but you can also contact the university to see if they accept direct application.

Applications for one or two year courses at university should be made as early as possible, typically January. Those applying for two year courses in colleges of further education should apply from March onwards.

FUNDING AND STUDENT SUPPORT FOR COURSES

Course fees
Teacher training course providers charge variable tuition fees for initial teacher training. The amount actually charged will vary from institution to institution and you should check with your preferred provider(s). Universities typically charge higher fees than colleges of further education.
Financial support in the form of higher education student loans may be available through Student Finance England - www.studentfinanceengland.co.uk.

Additional funding
Means tested, non-repayable maintenance or special support grants may be available depending on individual circumstances. Repayable maintenance loans may be available for one year courses.

BURSARIES
For courses in 2016/17, the Department for Education provided bursaries for those training to teach maths or English. These were available for pre service courses accredited by universities. Eligibility required possession of a first degree in an appropriate subject and payments range from between £25,000 to £4,000. We await detail of any scheme proposals for 17/18. Contact us for more details.

WORKING IN PUBLICLY POST 16 EDUCATION AND TRAINING COLLEGES OF FURTHER EDUCATION SALARIES.
There are no national pay scales for working in colleges of further education. Pay scales are determined by local negotiation between college managements and employee representatives. Newly qualified teachers in permanent full time posts typically start at around £23000 and progress up a main grade lecturer salary scale to about £35000. To move onto higher salary levels, teachers are expected to take on supervisory or curriculum management responsibilities and to progress through separate management spine pay scales.

Many lecturers in further education work part time (sessional lecturers) and these are paid at hourly rates dependent on the level of course taught. Teaching on higher level courses pays more than lower level courses.

Recommended pay scales are indicated by the largest college union (UCU) at https://www.ucu.org.uk/fescales_england

CONDITIONS OF SERVICE
There are no national conditions of service. These again are negotiated locally. Typically full time lecturers spend 35 hours in college and teach for around 24 hours per week. Holiday entitlement varies. The general model is 40 days (8 working weeks) holiday per year plus public holidays.

UCU recommended conditions of service can be found at https://www.ucu.org.uk/article/1976/Conditions-of-employment

6TH FORM COLLEGES
Most 6th form colleges work within national pay scales and conditions of service for school teachers. You can find these for 2015/2016 at https://www.teachers.org.uk/members-reps/6th-form-teachers
OTHER EMPLOYERS

Teachers, trainers, tutors and lecturers may find themselves working for a range of organizations and providers. These could be teacher supply agencies, private or voluntary training organizations, adult and community learning providers etc. There are no standard levels of pay and conditions of service except those governed by national or European legislation.

THE SOCIETY FOR EDUCATION AND TRAINING (SET)

This is the professional body for teachers in publicly funded post 16 education and training. All teachers in the sector may join the Society for Education and Training (SET), their website can be found at https://set.et-foundation.co.uk/. Registering is simple and done online. A registration fee is payable annually. The main requirement of membership is that you keep yourself up to date and for this you have to submit a record of your continuing professional development (CPD) activities over the year. As a member of SET you may wish to gain Qualified Teacher Learning and Skills (QTLS) status. This is conferred by SET through a process called Professional Formation. Ask us for more information.

APPLYING FOR WORK

SOURCES OF JOB VACANCIES

Jobs are advertised in many publications and on line.

Teaching jobs are advertised in the following newspapers:

Times Education Supplement (TES) on Fridays: http://www.tes.co.uk/jobs

The Guardian on Tuesdays: https://jobs.theguardian.com/jobs/further-education/

There are also a variety of online outlets including:

FECareers: www.fecareers.co.uk

FE Jobs: http://www.fejobs.com

Teach FE: http://www.teachfe.com

Jobs.ac.uk: http://www.jobs.ac.uk

AOC: http://www.aocjobs.com/jobs/lecturer/

Employers sometimes take on unqualified teachers particularly if they find it difficult to recruit for certain subjects.

Most employers will issue a person specification for vacant posts. These will specify what essential or desirable qualifications, experience and characteristics the applicant must have to be shortlisted for appointment. It is important for you to address these criteria in your application.