

# BTEC Level 2 Technical Diploma in Animal Care: sample delivery plan

## Introduction

This document is aimed at supporting tutors and those delivering BTEC L2 Technical qualifications from September 2017. Clear unit planning and understanding of key deadlines are essential for a successful delivery programme. We have therefore produced two sample delivery plans showing how the BTEC Level 2 Technical Diploma in Animal Care could be delivered over 6 or 12 months, highlighting assessment milestones and indicating where you can teach units holistically.

## Overview of course delivery and assessment

The **BTEC Level 2 Technical Diploma in Animal Care** has 360 GLH and the TQT (total qualification time) is 530 hours. It consists of six mandatory units.

There is a mandatory requirement for a minimum of 75 hours of supervised work placement experience in addition to the total GLH.

## Involving employers in the assessment/delivery

Employer involvement in the delivery and/or assessment of technical qualifications is essential. You will need to provide evidence of how you have provided opportunities for all your learners to undertake meaningful activity involving employers. 'Meaningful activity' could include:

- structured work experience
- projects, exercises, tasks or assessments set with input from industry practitioners
- units with employer involvement, such as visits to industry and guest speakers
- industry practitioners operating as expert witnesses, contributing to the assessment of a learner's work.

For this qualification, employer involvement must be with employers from the animal care, veterinary and pharmaceutical industries. Work placement is mandatory for all learners and the following units have specified mandatory requirements for employer involvement either in the delivery or assessment:

- Unit 1: Practical Animal Health
- Unit 2: Introduction to Animal Biology and Health
- Unit 3: Animal Care Work Placement
- Unit 4: Animal Welfare

## Which units are externally assessed?

**Units 2 and 4** are externally assessed. Assessment for Unit 2 takes the form of an onscreen test, available on demand, with the first assessment in January 2018. Unit 4 will be assessed through a task set and marked by Pearson, which allows learners to apply their skills and knowledge to a realistic work-based scenario. Unit 4 will be available during four timetabled periods each year, with the first assessment during January–March 2018.

## Internally assessed units

**Units 1, 3, 5 and 6** are assessed through assignments set and marked by the centre. The assessment allows learners to apply technical knowledge and demonstrate mastery of practical and technical skills through realistic tasks and activities.

Unit 6 provides the main synoptic assessment for this qualification. It is designed to take place towards the end of the programme and draws on learning from all of the other units. The assessment for this unit takes the form of a practical assessment where learners are issued with a realistic scenario and must compile a portfolio of evidence (see Unit 6 assessment activity guidance) where the knowledge and skills gained from Units 1–5 are applied in a practical setting.

## Induction

Centres are encouraged to timetable a period of induction for learners at the start of the programme. This should include information on topics such as the structure of the units, how to use an assignment brief, the importance of command words, how to work to meet deadlines, consequences of not meeting deadlines, how to reference work and the importance of evidence submitted for assessment being independently produced, valid and authentic. Centre policies on malpractice and plagiarism should be explained.

This document focuses on providing key dates to plan around and examples of how your course delivery could be structured, set out in the sections below:

### Section 1: Sample delivery plan: 12-month model

- A chart setting out key deliverables over a 12-month period (2 x 18-week semesters)
- Tables showing week-by-week delivery breakdowns
- A rationale for the suggested plan

### Section 2: Sample delivery plan: 6-month model

- A chart setting out key deliverables over a 6-month period (1 semester with 2 x 12-week teaching blocks)
- Tables showing week-by-week delivery breakdowns
- A rationale for the suggested plan

Further support can be found within the relevant specification on our website

(<http://qualifications.pearson.com/content/dam/pdf/BTEC%20Technicals/animal-care/2017/specification-and-sample-assessments/BTEC-L2-tech-dip-in-animal-care-cpec-final-pre-publication.pdf>).

## Section 1: Sample 12-month delivery plan

This plan shows how you could deliver the teaching and learning over two semesters (12 months). It is intended as guidance and is not the only possible model. You can adapt it to suit your local needs.

	SEMESTER 1		SEMESTER 2		TOTAL HOURS (GLH)		TOTAL HOURS (GLH IN CLASSROOM AND PLACEMENT)
	Unit no./title	Classroom hours	Unit no./title	Classroom hours	Classroom hours	Placement	
	Unit 2: Introduction to Animal Biology and Health	30	Unit 2: Introduction to Animal Biology and Health	30			
	Unit 1: Practical Animal Health	60	Unit 5: Animal Behaviour Assessment and Safe Handling	60			
	Unit 3: Animal Care Work Placement	49.5	Unit 3: Animal Care Work Placement	10.5		75	
	Unit 4: Animal Welfare	60	Unit 6: Feeding, Accommodating and Moving Animals	60			
	Total Placement hours (GL and non-GL)	0	Total Placement hours (GL and non-GL)	75			

TOTAL HOURS PER SEMESTER	210		150			
PER WEEK excl. placement (18-week semester)	11.6		8.3			
PER WEEK incl. placement (18-week semester)	11.6		12.5			

## Week-by-week breakdown over 12 months

### Key

<b>R</b>	Revision for external assessment	<b>LA</b>	Learning aim
<b>EXT</b>	External assessment	<b>WP</b>	Work placement
<b>SA</b>	Summative assessment	<b>IND</b>	Induction

### SEMESTER 1

	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8	Week 9
<b>Unit 1 (3.75 hours per week)</b>	IND	LA A	LA A	LA A	LA A	LA A	LA A	LA A SA & LA B	LA B
<b>Unit 2 (2.5 hours per week)</b>	IND	LA A	LA A	LA A	LA A	LA A	LA A	LA A	LA A
<b>Unit 3 (3.75 hours per week)</b>	IND	LA A	LA A	LA A	LA A	LA A	LA B	LA B	LA B
<b>Unit 4 (3.75 hours per week)</b>	IND	LA A	LA A	LA A	LA A & LA B	LA B	LA B	LA B	LA B

**SEMESTER 1 (CONT.)**

	<b>Week 10</b>	<b>Week 11</b>	<b>Week 12</b>	<b>Week 13</b>	<b>Week 14</b>	<b>Week 15</b>	<b>Week 16</b>	<b>Week 17</b>	<b>Week 18</b>
<b>Unit 1 (3.75 hours per week)</b>	LA B	LA B	LA B	LA B SA	LA C	LA C	LA C	LA C SA	SA
<b>Unit 2 (2.5 hours per week)</b>	LA A	LA A	LA A	LA A	LA B				
<b>Unit 3 (3.75 hours per week)</b>	LA B	LA B	LA B	LA B	LA C				
<b>Unit 4 (3.75 hours per week)</b>	LA C	LA C	LA C & LA D	LA D	LA D & LA E	LA E	LA E & LA F	LA F	LA F

### Key

<b>R</b>	Revision for external assessment	<b>LA</b>	Learning aim
<b>EXT</b>	External assessment	<b>WP</b>	Work placement
<b>SA</b>	Summative assessment	<b>IND</b>	Induction

### SEMESTER 2

	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8	Week 9
<b>Unit 2 (2.5 hours per week)</b>	LA B	LA B	LA C	LA C	LA C	LA C	LA C	LA D	LA D
<b>Unit 3</b>	WP	WP	WP	WP	WP	WP	WP	WP	WP
<b>Unit 5 (3.75 hours per week)</b>	LA A	LA A	LA A	LA A	LA A SA & LA B	LA B	LA B	LA B	LA B
<b>Unit 6 (3.75 hours per week)</b>	LA A	LA A & SA	LA B	LA B	LA B				

## SEMESTER 2 (CONT.)

	Week 10	Week 11	Week 12	Week 13	Week 14	Week 15	Week 16	Week 17	Week 18
<b>Unit 2</b> (2.5 hours per week)	LA D	LA D	LA E	LA E	LA E	LA E	R	R	R
<b>Unit 3</b>	WP	WP	WP	WP	WP	WP	SA	SA	SA
<b>Unit 5</b> (3.75 hours per week)	LA B	LA B SA & LA C	LA C	LA C	LA C	LA C	LA C	LA C	LA C & SA
<b>Unit 6</b> (3.75 hours per week)	LA B	LA B	LA B & SA	LA C	LA C & SA				

## Sample 12-month plan – rationale

### Suggestions for which units to teach in Semester 1

This sample is to teach the programme in one 12-month academic year of 36 weeks. The programme can be taught in two 18-week semesters; a week at the start of each semester has been allowed for induction for the first semester, and progress review and unit introduction for the second semester. Time has been allowed for the summative assessment in the internal units and for revision in the external unit, in addition to the revision that learners should undertake in their self-study time. This takes the teaching time for each semester to 14–16 weeks.

In the first semester, it is advised that Units 1, 2, 3 and 4 are taught. Some of the knowledge and understanding secured in Unit 2 will be built upon in Unit 1.

- Unit 2 is an externally assessed and technically demanding unit. Therefore, it is suggested that the delivery of this unit is spread across the duration of the programme, ensuring a sound knowledge is secured prior to learners taking the external onscreen assessment. The preparation for this assessment is built into the non-GLH suggested for this unit, to ensure learners make full use of their tutor in GLH, and are therefore fully prepared for the external assessment.
- Unit 4 is an externally assessed unit, but the knowledge and understanding from the unit will enhance learning in others covered by the course. Therefore, it is suggested that this unit is delivered in the first semester. This also allows learners to focus on each

external assessment individually, sitting one in each semester. The assessment window for this unit is in January. The knowledge and understanding from Unit 4 will allow learners to develop skills and practical work in Units 5 and 6, which are undertaken in the second semester.

- Unit 3 is the work placement unit. The unit content will be covered in the first semester, so that learners have the knowledge and understanding and are fully aware of responsible behaviour, prior to undertaking their placement in the second semester.

### **Suggestions for which units to teach in Semester 2**

In the second semester, we suggest Units 2, 3, 5 and 6 should be taught. Some of the knowledge and understanding from previous units will be built upon in Units 5 and 6, and the knowledge from units completed in the first semester will be utilised while undertaking a work placement.

- Delivery of Unit 2 has been spread across both the first and second semesters, to ensure that learners have secured the knowledge and understanding to allow them to take the external assessment. The preparation for this assessment is built into the non-GLH suggested for this unit, where learners will complete homework tasks working by through the SAMs and quizzes on the VLE, in order to fully prepare them for the onscreen assessment. The external assessment for Unit 2 will be completed in June at the end of this semester, as Unit 4 has been completed in semester 1.
- Unit 3 content has been delivered in the first semester, preparing learners to go into their placements and complete their minimum 75 hours placement.
- Unit 5 is an internally assessed unit, but some of the knowledge and understanding covered in Units 2 and 4 will be developed and built upon in this unit.
- Unit 6 is the synoptic unit and is internally assessed. Therefore, this unit draws upon the knowledge and understanding obtained by learners in all of the other units, and applies it to a practical setting. This unit is assessed practically, with learners producing a portfolio of evidence.

## Section 2: Sample 6-month delivery plan

This plan shows how you could deliver the teaching, learning and assessment over one semester consisting of two 12-week blocks. It is intended as guidance and is not the only possible model. You can adapt it to suit your local needs.

	BLOCK 1: Weeks 1–12		BLOCK 2: Weeks 13–24		TOTAL HOURS (GLH)		TOTAL HOURS (GLH CLASSROOM AND PLACEMENT)
	Unit no./title	Classroom hours	Unit no./title	Classroom hours	Classroom hours	Placement	
	Unit 2: Introduction to Animal Biology and Health	30	Unit 2: Introduction to Animal Biology and Health	30			
	Unit 1: Practical Animal Health	60	Unit 5: Animal Behaviour Assessment and Safe Handling	60			
	Unit 3: Animal Care Work Placement	48	Unit 3: Animal Care Work Placement	12		75	
	Unit 4: Animal Welfare	60	Unit 6: Feeding, Accommodating and Moving Animals	60			
	Total Placement hours (GL and non-GL)	0	Total Placement hours	75			
TOTAL HOURS PER TEACHING BLOCK		210		150			

PER WEEK excl. placement (12-week block)	17.5		12.5			
PER WEEK incl. placement (12-week block)	17.5		18.75			

## Week-by-week breakdown over 6 months

### Key

<b>R</b>	Revision for external assessment	<b>LA</b>	Learning aim
<b>EXT</b>	External assessment	<b>WP</b>	Work placement
<b>SA</b>	Summative assessment	<b>IND</b>	Induction

### BLOCK 1

	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8	Week 9	Week 10	Week 11	Week 12
<b>Unit 1</b>	IND & LA A	LA A	LA A	LA A	LA A & SA	LA B	LA B	LA B & SA	LA B	LA C	LA C	LA C & SA
<b>Unit 2</b>	IND & LA A	LA A	LA A	LA A	LA A	LA A	LA A	LA A	LA B	LA B	LA B	LA B
<b>Unit 3</b>	IND & LA A	LA A	LA A	LA A	LA B	LA B	LA B	LA B	LA B & LA C	LA C	LA C	LA C
<b>Unit 4</b>	IND & LA A	LA A	LA A & R	LA B	LA B	LA B & R	LA C	LA C & R	LA C & LA D	LA D R & LA E	LA E R & LA F	LA F & R

## BLOCK 2

	Week 13	Week 14	Week 15	Week 16	Week 17	Week 18	Week 19	Week 20	Week 21	Week 22	Week 23	Week 24
<b>Unit 2</b>	LA B	LA C	LA C	LA C	LA D	LA D	LA D & LA E	LA E	LA E	R	R	R
<b>Unit 3</b>	WP	WP	WP	WP	WP	WP	WP	WP	WP	WP	WP	SA
<b>Unit 5</b>	LA A	LA A	LA A & SA	LA B	LA B	LA B	LA B & SA	LA C	LA C	LA C	LA C	LA C & SA
<b>Unit 6</b>	LA A	LA A	LA A & SA	LA B	LA B	LA B	LA B	LA B & SA	LA C	LA C	LA C	LA C & SA
Work Placement	Unit 3	Unit 3	Unit 3	Unit 3	Unit 3	Unit 3	Unit 3	Unit 3	Unit 3	Unit 3	Unit 3	Unit 3

## Sample 6-month plan – rationale

### Suggestions for which units to teach in Block 1

This sample is to teach the programme in one 6-month period of 24 weeks. The programme can be taught in two 12-week blocks; a week at the start of the first block has been allowed for induction. Time has been allowed for summative assessment in the internal units and revision in the external unit – where it has not been suggested that it take place in the non-GLH – taking the teaching time for each block to 9–11 weeks.

In the first block, we suggest Units 1, 2, 3 and 4 should be taught. Some of the knowledge and understanding secured in Unit 2 will be built upon in Unit 1.

- Unit 2 is an externally assessed and technically demanding unit. It is suggested that the delivery of this unit content is spread across the duration of the programme, ensuring a sound knowledge is secured prior to learners taking the external onscreen assessment. The preparation for this assessment is built into the non-GLH suggested for this unit, to ensure learners make full use of their tutor in GLH and are therefore fully prepared for the external assessment.
- Unit 4 is an externally assessed unit, but the knowledge and understanding from the unit will enhance learning in others covered by the course. Therefore, it is suggested that this unit is delivered in the first block. This also allows learners to focus on each external assessment individually, sitting one in each block. The assessment window for this unit is in January. The knowledge and understanding from Unit 4 will allow learners to develop skills and practical work in Units 5 and 6, which are undertaken in the second block.

- Unit 3 is the work placement unit. The unit content will be covered in the first block, so that learners have the necessary knowledge and understanding, and are fully aware of responsible behaviour, prior to undertaking their placement in the second block.

### **Suggestions for which units to teach in Block 2**

In the second block, we suggest Units 2, 3, 5 and 6 should be taught. Some of the knowledge and understanding from previous units will be built upon in Units 5 and 6. The knowledge from the units completed in the first block will be utilised while undertaking a work placement.

- Delivery of Unit 2 has been spread across both the first and second blocks, to ensure that learners have secured the knowledge and understanding to allow them to take the external assessment. The preparation for this assessment is built into the non-GLH suggested for this unit, where learners will complete homework tasks by working through the SAMs and quizzes on the VLE, in order to fully prepare them for the onscreen assessment. The external assessment for Unit 2 will be completed in June at the end of this block, as Unit 4 has been completed in block 1.
- Unit 3 content has been delivered in the first block, preparing learners to go into their placements and complete their minimum 75 hours placement.
- Unit 5 is an internally assessed unit, but some of the knowledge and understanding covered in Units 2 and 4 will be developed and built upon in this unit.
- Unit 6 is the synoptic unit and is internally assessed. Therefore, this unit draws upon the knowledge and understanding obtained by learners in all the other units, and applies it to a practical setting. This unit is assessed practically, with learners producing a portfolio of evidence.