

Pearson Higher Nationals in Public Services

Qualification Guide

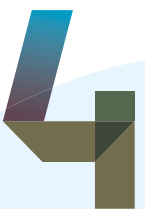
First Teaching from September 2018

First Certification from 2019

Issue 1



Level
BTEC
Higher
National
Certificate



Level
BTEC
Higher
National
Diploma



Introducing your new Pearson BTEC Higher Nationals in Public Services

BTEC is the world's most successful and best-loved applied learning brand, engaging students in practical, interpersonal and thinking skills for more than thirty years.

Pearson BTECs are work-related qualifications for students taking their first steps into employment or those already in employment and seeking career development opportunities. Pearson BTECs provide progression into the workplace either directly or via study at university and are also designed to meet employer's needs. Pearson BTEC Higher National qualifications are therefore widely recognized by industry and higher education as the principal technical professional qualification at Levels 4 and 5.

The Pearson BTEC Higher National Certificate (HNC) is at level 4 (the same as the first year of a UK honours degree).

The Pearson BTEC Higher National Diploma (HND) is at level 4 and level 5 (the same as the first two years of a UK honours degree).

A word from the Subject expert

It's with great pleasure that I introduce the new Higher National in Public Services programme. Teaching for over 20 years gave me the opportunity to see first hand the life changing opportunities education can provide, and we have worked very hard to ensure this new qualification offers the content and learning opportunities to offer students the opportunity to further their education and career goals.

The programme is more aligned to UKHE and new updated content will make it both a stimulating and exciting experience for students and teachers. Centres can deliver with confidence a programme that will prepare and equip students for a career in Public Services.

I am here to provide guidance, advice and support on every aspect of the programme and its implementation and will welcome your views and feedback. I will be posting news and updates on the HN Global forum so please get registered and join the online discussions.

I look forward to working with you.

Marianne



Professional courses developed collaboratively with subject experts

With input from industry, employers, professional bodies, tutors, students, and higher education institutions, your new Pearson BTEC Higher Nationals have been designed to better meet the needs of a changing market. The result is a qualification suite designed and developed to meet professional standards, recognised by employers and universities, which develop not only academic skills and abilities, but work-readiness skills.

The objectives of the redevelopment of the BTEC Higher Nationals have been to ensure:

- employer engagement;
- work relatedness;
- opportunities for progression to further higher education;
- alignment with UK higher education expectations; and
- qualifications which are up to date with current professional practice and include professional accreditation and opportunities to gain vendor certification where possible.

What's new?

For your new Pearson BTEC Higher National qualifications, we are building on what you've told us you value most:

- **Essential subject knowledge** needed by public services students to progress successfully into further study or to the world of work or continued employment;
- **A simplified structure** students undertake a substantial core of learning, required by all public services, with specialism in the Higher National Certificate, building on this in the Higher National Diploma, and further specialist and optional units linked to their specialist area of study;
- **Five pathways** one general and four specialist pathways at Level 4 and 5 so there is something to suit each student's preference for study and future progression plans;
- **Refreshed content** that is closely aligned with professional bodies', employers' and higher education needs for a skilled future workforce;
- **Assessments that consider cognitive skills** (what students know) along with affective and psychomotor skills (what they can do and how they behave);
- **An assessment strategy** that supports progression to Level 6 studies and also allows centres to offer assessment relevant to the local employers, thereby accommodating and enhancing different learning styles;
- **Learning outcomes** mapped against professional body standards where appropriate;
- **Unit-specific grading and Pearson-set assignments**
- **Robust quality assurance measures** that serve to ensure that all stakeholders (e.g. professional bodies, universities, employers, centres and students) can feel confident in the integrity and the integrity and value of the qualification.

Flexible choice of subject areas and progression opportunities

The new HNC and HND qualifications in public services offer a choice of a general public services pathway or four specialist pathways to choose from (all pathways exist in both the HNC and HND):

- Civil Protection
- Crime and Criminal Justice
- Public Service Management
- Blue Light Services

Each Higher National unit has a clear purpose: to cater for the increasing need for high quality professional and technical education pathways at levels 4 and 5, providing students with a clear line of sight to employment or progression to a degree at level 6.

The Higher National Certificate (HNC) is a Level 4 qualification made up of 120 credits. It is usually studied full-time over one year, or part-time over two years.

The Higher National Diploma (HND) is a Level 4 and Level 5 qualification made up of 240 credits. It is usually studied full-time over two years, or part-time over four years. BTEC Higher Nationals consist of core units, specialist units and optional units:

- Core units are mandatory
- Specialist units are designed to provide a specific occupational focus to the qualification and are aligned to Professional Body standards
- Required combinations of optional units are clearly set out in the tables.



Pearson BTEC Level 4 Higher National Certificate in Public Services

Public Services
Mandatory Units
1 Organisational Structures and Culture
2 Mental Health and Wellbeing
3 Equality, Diversity and Fair Treatment
4 Public Services in Contemporary Society (Pearson-set)
Optional units
Plus FOUR Optional units

Core Units
Specialist Units
Optional Units

Level 4 Unit Bank
Specialist Units* (Specialist units also available as an Optional unit)
Group: Civil Protection
5 Integrated Emergency Management
6 Terrorism and Counter-terrorism
Group: Crime and Criminal Justice
7 Law and Legal Systems
8 Crime Reduction and Community Safety
Group: Public Service Management
9 Project Management
10 Government and Politics
Group: Blue Light Services
11 Community Engagement
12 Responding to Emergencies

**Please note that only one specialist unit can be selected from each pathway group.*

Level 4 Unit Bank
Optional Units
13 Personal and Professional
14 Crime and Substance Misuse
15 Modern Warfare and Conflict
16 Training for Fitness and Health
17 Entrepreneurship in the Public Services
18 Management Accounting in the Public Sector
19 Personnel Protection in the Civil Protection Agencies
20 Event Management and Safety
21 Outdoor Skills Development
22 Fitness Preparation and Testing
23 Third Sector and Public Services
24 Work Exposure
25 Technology in the Public Services
26 Care in Custody
27 Psychology of Behaviour
28 Small-scale Research Project in Public Services

Flexible choice of subject areas and progression opportunities

Pearson BTEC Level 5 Higher National Diploma in Public Services

Public Services
All Level 4 mandatory units from Level 4 Public Services
Plus FOUR optional units which can be selected from the Level 4 Specialist and Optional units
Mandatory Level 5 Units
29 Research Project (Pearson-set Project)
30 Reflective Professional Practice
Optional Level 5 Units
Plus an additional FIVE Optional units which can be selected from the Specialist and Optional units (see right)

Level 4 Unit Bank
Specialist Units* (Specialist units also available as an Optional unit)
Group: Civil Protection
31 International Institutions and Global Affairs
32 Serious and Organised Crime
Group: Crime and Criminal Justice
33 Justice, Punishment and Rehabilitation
34 Theories of Crime
Group: Public Service Management
35 Operations and Project Management
36 Understanding and Leading Change
Group: Blue Light Services
37 Critical Infrastructure Protection
38 Blue Light Collaboration

*Please note that only one specialist unit can be selected from each pathway group.

Level 4 Unit Bank
Optional Units
39 Physical Activity, Lifestyle and Health
40 Management of an Outdoor Event
41 Advanced Fitness and Health
42 Expedition Planning
43 Cyber Security
44 International Policing
45 Unit 45: Training, Coaching and Mentoring Techniques
46 Aviation and Maritime Protection
47 Contemporary Sociological Issues
48 Youth Offending
49 Applied Forensic Psychology
50 Offender Management
51 Human Resources – Values and Contribution to Organisational Success
52 Resource and Talent Planning
53 Work-based Experience

Core Units
Specialist Units
Optional Units



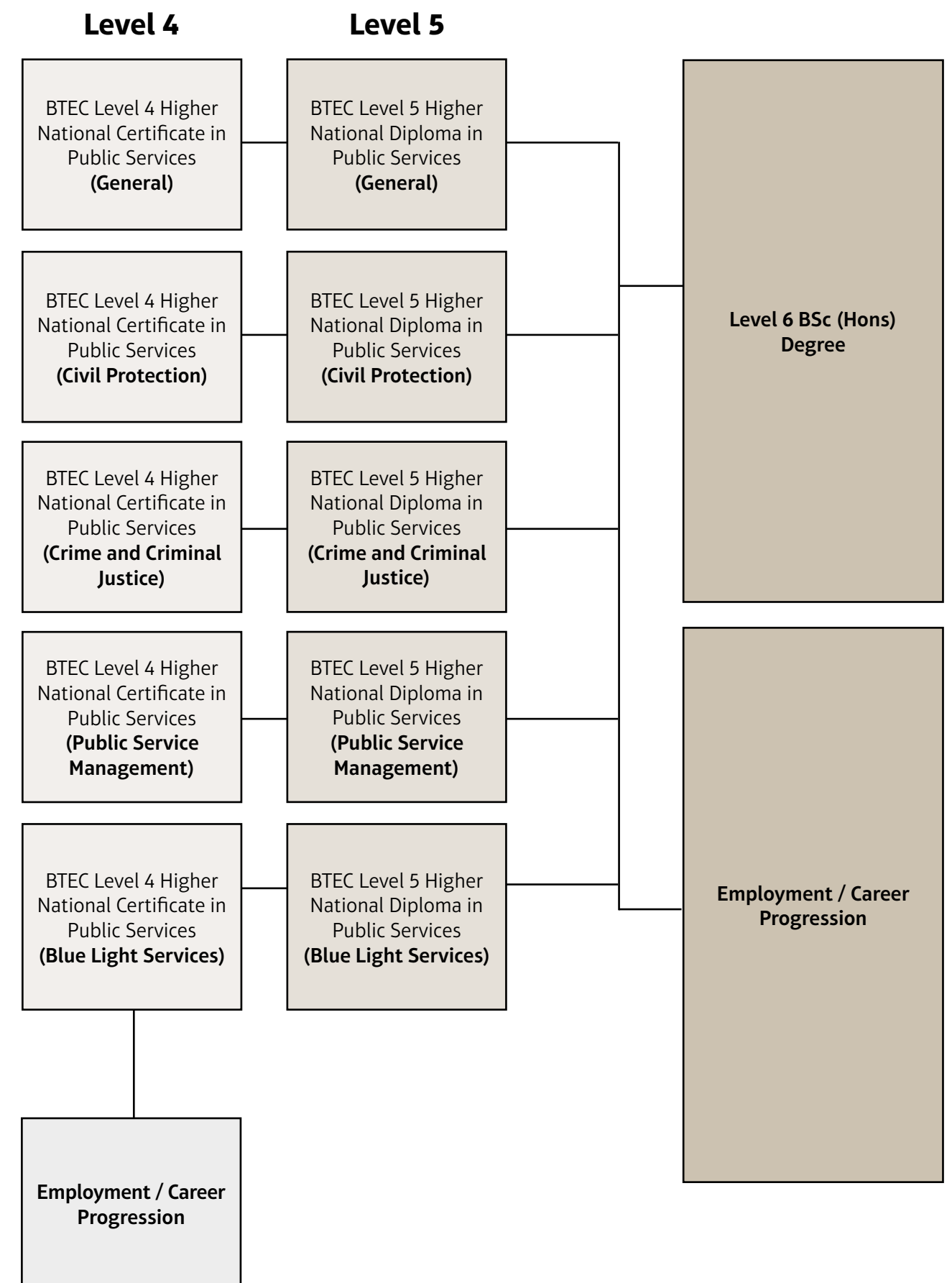
Progression opportunities:

The purpose of Pearson BTEC Higher Nationals in Public Services is to develop students as professional, self-reflecting individuals, able to meet the demands of employers in the public sector and adapt to a constantly changing world. The qualifications aim to widen access to higher education and enhance the career prospects of those who undertake them.

On successful completion of the Level 5 Higher National Diploma, students can develop their careers in the public services sector through:

- Entering employment;
- Continuing existing employment;
- Linking with the appropriate Professional Body;
- Committing to Continuing Professional Development (CPD);
- Progressing to university.

The Pearson BTEC Higher Nationals in Public Services are set at Level 4 and 5.



Assessment Strategy

Pearson BTECs combine a student-centred approach with a flexible, unit-based structure. Students are required to apply their knowledge to a variety of assignments and activities, with a focus on the holistic development of practical, interpersonal and higher level thinking skills. Assessment reflects not only what the student knows but also what he or she can do to succeed in employment and higher education in an ethical manner.

Pearson BTEC Higher Nationals have always allowed for a variety of forms of assessment evidence to be used, provided they are suited to the type of learning outcomes being assessed. For many units, the practical demonstration of skills is necessary and, for others, students will need to carry out their own research and analysis, working independently or as part of a team.

Resources

We are providing a wealth of support to ensure that tutors and students have the best possible experience during their course. We have worked with students and tutors worldwide to create an effective and interactive community for our qualifications, called HN Global, an exciting new online platform created by Pearson to engage with Higher National students and tutors around the world.

Created in parallel with the development of the new BTEC Higher National qualifications, HN Global houses a great number of resources for students to get the most out of their BTEC Higher National experience.

Pearson also offer Study Skills units to all learners – an online toolkit accessed on HN Global that supports the delivery, assessment and quality assurance of BTECs in centres.

www.highernationals.com



Do you need centre approval?

Providers wishing to deliver the new Pearson BTEC Higher National qualifications (Pearson BTEC Higher Nationals in Public Services - first teaching September 2018) will be subject to a new qualification approval process, more aligned with that used in UK Higher Education. Email hnqa@pearson.com or visit qualifications.pearson.com/highernationals for more information about the process.

FAQs

1. If a provider is already delivering the existing Higher National in Public Services qualifications do they still need to obtain approval for delivering the new qualification?

Yes, existing providers would still be required to gain approval for delivering the new Higher National qualification but the process will be simplified for centres that meet the auto approval criteria. Approval will then be provisionally granted subject to the return of a signed declaration and payment of the approval fee. More details can be found in the support section of our website

(<http://qualifications.pearson.com/>).

2. How long will the approval process take?

This will depend on whether the provider is eligible for auto approval. Once an existing provider has been notified of eligibility for auto approval, the approval will remain provisional until the provider returns the signed declaration and approval. If an existing provider is ineligible and requires a desk based review, the review cannot begin until the provider confirms its intention to proceed and the approval fee is paid. New providers will go through the standard provider approval process which currently takes about 20 days.

3. Is it possible for students to change their pathway at the end of their first year on the course programme?

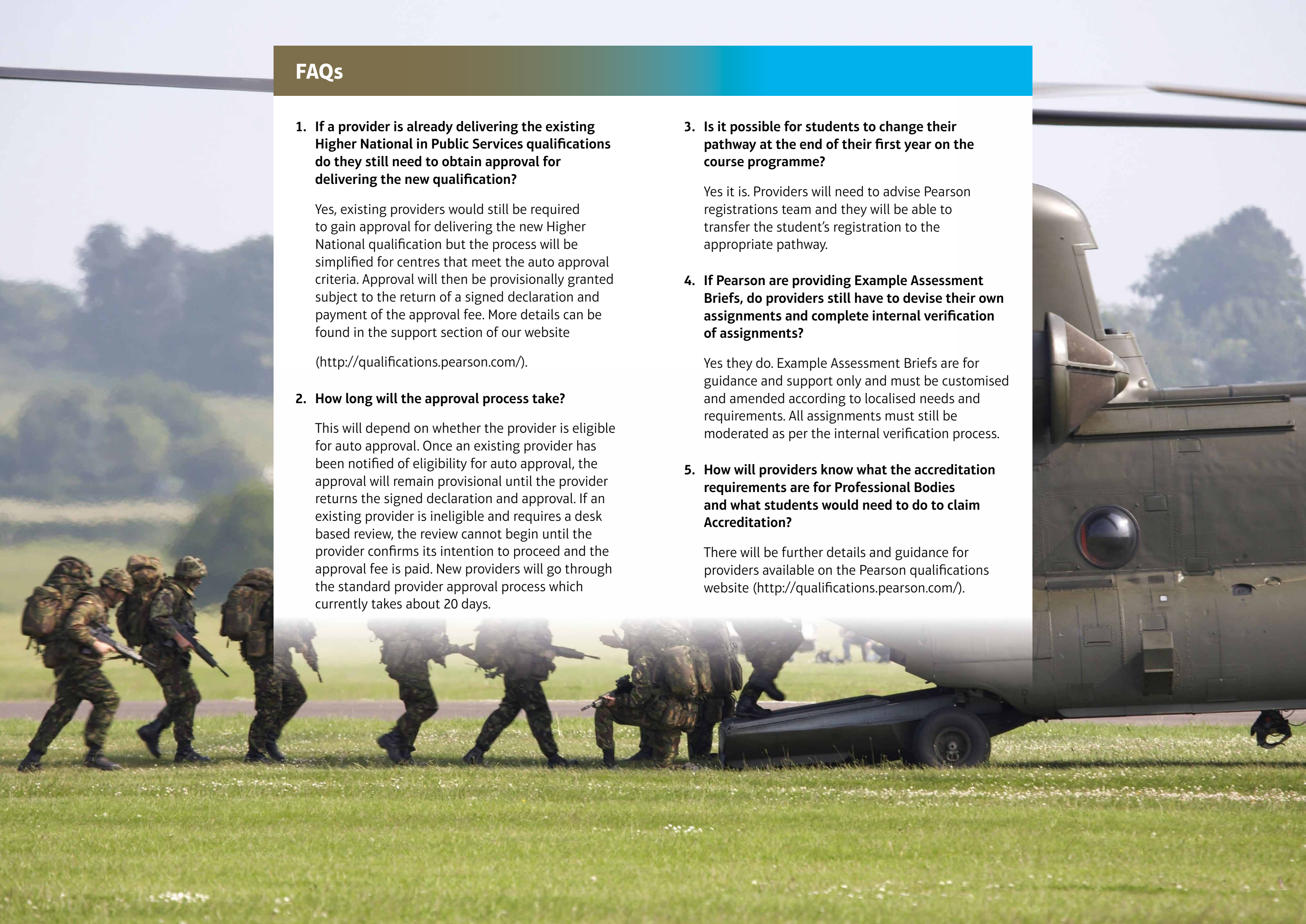
Yes it is. Providers will need to advise Pearson registrations team and they will be able to transfer the student's registration to the appropriate pathway.

4. If Pearson are providing Example Assessment Briefs, do providers still have to devise their own assignments and complete internal verification of assignments?

Yes they do. Example Assessment Briefs are for guidance and support only and must be customised and amended according to localised needs and requirements. All assignments must still be moderated as per the internal verification process.

5. How will providers know what the accreditation requirements are for Professional Bodies and what students would need to do to claim Accreditation?

There will be further details and guidance for providers available on the Pearson qualifications website (<http://qualifications.pearson.com/>).



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