ENROLLING NOW

Level 3 Award in the Principles of a Special Educational Needs and Disabilities Coordinator

VTCT Skills Level 3 Award in the Principles of a Special Educational Needs and Disabilities Coordinator · Ofqual 610/4735/1 · VTCT code ET3A2 · VTCT Skills

To provide learners with the knowledge and understanding needed to understand special educational needs and disabilities (SEND) and the process of early intervention, the legislation and statutory guidance which impact on SEND, and the role and responsibilities of the Special Educational Needs Coordinator (SENCO), including the local offer and support available for SEN.

THEORY Online, at your own pace	IN THE CLINIC No practical days	COURSE PLAN 8 online modules
GUIDED LEARNING 89 hours	COURSE FEE Ask admissions	

What the course includes

8 online modules on the KCLINICS Academy platform, studied at your own pace, then assessment online. The plan comes from our scheme of work for this qualification.

Online modules

After the induction, each module has an online lesson, PDF learning material and written homework. Most modules also have video demonstrations and a quiz, and each unit ends with an online module test.

01 Course induction

- Course induction and VTCT Skills registration
- Video demonstration: how to use the KCLINICS Academy website (online learning, tests, homework and portfolio)
- Overview of the portfolio of evidence
- Learning agreement and code of conduct
- Introduction to all units, learning outcomes and assessment requirements

Includes video demonstrations.

02 Health and safety and safeguarding (BB3)

- Health and safety in education and early years settings
- Safeguarding children and young people with SEND
- Confidentiality, data protection and information sharing
- Promoting inclusion, equality and diversity

Includes an online lesson, PDF learning material, video demonstrations and written homework.

03 Understanding SEND (BB3)

- History and development of special educational needs provision
- Difference between special educational needs and disabilities
- Medical and social models of disability
- The four areas of need: communication and interaction, cognition and learning, social, emotional and mental health, sensory and/or physical needs

Includes an online lesson, PDF learning material, video demonstrations and written homework.

04 Early intervention (BB3)

- Benefits of early intervention
- Identifying and assessing special educational needs
- The graduated approach: assess, plan, do, review
- Working in partnership with parents and carers

Includes an online lesson, PDF learning material, video demonstrations and written homework.

05 SEND legislation and the code of practice (BB3)

- Legislation which protects children with SEND, including the Equality Act 2010 and the Children and Families Act 2014
- Principles and statutory guidance of the SEND Code of Practice
- SEN support and Education, Health and Care (EHC) needs assessments and plans
- Rights of children, young people and their families

Includes an online lesson, PDF learning material, video demonstrations and written homework.

06 Role and responsibilities of the SEN coordinator (BB3)

- Role and responsibilities of the SENCO
- The SENCO in private, voluntary and independent early years settings
- Supporting and advising colleagues and keeping records
- Liaising with professionals, agencies and services beyond the setting

Includes an online lesson, PDF learning material, video demonstrations and written homework.

07 Local offer and support for SEN (BB3)

- The local offer and the provision expected from early years providers
- Support available for children, young people and families
- Multi-agency working and transition between settings
- Funding and specialist services

Includes an online lesson, PDF learning material, video demonstrations and written homework.

08 Professional development of the SENCO (BB3)

- Assessing own skills and competencies as a SENCO
- Identifying gaps and next steps in professional development
- Completion of the portfolio of evidence
- Student evaluation
- Tutor evaluation

Includes an online lesson, PDF learning material, video demonstrations and written homework.

No practical days

No practical days. Everything, including the assessment, is completed online.

Equipment Computers/tablets, observation and assessment records.

Safety	Learners to follow the health and safety policies of the training centre and of their own setting. Learners to understand safeguarding procedures for children and young people with SEND and to follow confidentiality and data protection requirements when using examples from the workplace.

Units and assessment

1 unit

BB3	Understanding SEND

While you learn

- Online quizzes and module tests
- Written homework
- Tutor feedback on the platform

Towards your certificate

- Practical observations/assessments
- Case studies
- Portfolio of evidence

No external examination. The qualification is awarded on your portfolio and observed assessments.

Before you start, and what comes next

Learners must be 18 or over to enrol (KCLINICS Academy policy). There are no formal entry requirements, but you must be able to gather evidence for the qualification in your workplace.

Level 3: Advanced therapist level, the same level as an A level.

After this course	Level 4 Certificate in Education and Training; Level 4 Award in Understanding the Internal Quality Assurance of Assessment Processes and Practice; Level 4 Award in the Internal Quality Assurance of Assessment Processes and Practice
Leads to	Tutor, assessor or quality assurer in further education or a private academy

Fees and dates

Admissions confirms the fee for this course when you ask, and talks you through the ways to pay.

- Pay in full by card or bank transfer.
- Klarna or Clearpay at checkout, subject to their eligibility checks and approval.
- Monthly course finance through our finance partner, subject to status (18+, UK residents).
- Employer funding: we can invoice your employer.

You can enrol on any day. The next practical days are on the course page, and admissions confirms yours when they confirm your place.

Direct government funding for learners (Advanced Learner Loans, Mayor of London Adult Skills Fund) is not available through KCLINICS Academy at present and is not expected before 2028. Monthly course finance and self or employer funding are available now.

Apply, or ask a question

Apply on the course page or talk to admissions first. No payment is taken until your place is confirmed.

The course page:
kclinics.co.uk/academy/courses/level-3-award-in-the-principles-of-a-special-educational-needs-and-disabilities-coordinator-et3a2

Call admissions: 020 8050 0750

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