



T Level Technical Qualification in Education and Childcare

Employer-set project (ESP)

Early Years Educator

Pro-formas

v3.3: Specimen assessment materials
September 2021
603/5829/4

Internal reference: EAC-0003-02

Task 1 –Planning

The following forms are for use in Task 1.

- **1a** Early Support Plan
- **1b** Activity Plan

Note: The spaces provided below are **not** indicative of length of response required. However, you should consider how you will approach this Task with your response.

Task 1a – Early Support Plan

Copy this template to complete your early support plan

Child name		Child's strengths and interests		
Child Age		Child's developmental needs		
Setting				
Area of development	Support strategies (your role/partnerships/communication)	Appropriate resources	Links to educational theory/concepts/pedagogy	Intended Outcomes
How will you track and monitor progress				

Task 1b – Activity Plan

Copy this template to complete your Activity plan

Child's name	
Aims of activity	
Links to curriculum	
Links to educational theory, concepts and/or pedagogy	
Appropriate resources	
Support strategies (your role/partnerships/communication)	
Use of observation during the activity	
Hazards, Risks and controls	
Intended Outcomes	

Task 2a – Peer discussion for activity planning

The following forms are for use in Task 2a.

- **2a (i)** Preparation for Peer Discussion
- **2a (ii)** Feedback from Peer Discussion.

Note: The spaces provided below are **not** indicative of length of response required. However, you should consider how you will approach this Task with your response.

Task 2a (i) – Preparation for Peer Discussion Form

Copy this table to provide individual feedback for each student within your group.

Student name:	
Activity plan:	
Date:	

State one aspect of the student's activity plan that you thought would work well and why.
Prepare one question to ask about the student's activity plan. Your question should be about how and why they have designed the plan the way it is.
Provide one example of how you feel the student's activity plan could be improved.

The Tutor must sign this piece of work for the purposes of validation.

Student number:	Provider number:
Student name:	Tutor name:
Student signature:	Tutor signature:

Task 2a (ii) – Feedback from Peer Discussion Form

Print out this form to allow completion of hand-written notes of the peer discussion. You may wish to increase the size of the spaces before printing.

Please ensure that your writing is legible and that the document is suitable for scanning so it can be made available as an electronic piece of evidence.

What your peers felt would work well in your activity plan and why.
Questions you were asked by your peers.
Examples of how your peers think that your activity plan could be improved.

Task 3 – Tutor discussion

Note: The spaces provided below are **not** indicative of length of response required. Consideration should be given to the time limit stated in the 'Conditions of the assessment' section of the Task.

You should consider the following areas when presenting and justifying your planned approach and activity plan. You may use the headings below or consider an alternative approach to setting out the details of your discussion points (ie presentation slides).

Key elements of your planned approach/early support plan:

Details of your activity:

How your activity will support your planned approach:

Details of the review undertaken as a result of the peer discussion:

Once you have presented, your Tutor will ask you questions on the following areas:

- how your approach is informed by educational theories, concepts or pedagogies
- how your communication skills will support George's progress
- how well you feel your planned approach and/or activity plan meets a specific element of the brief.

You can use this information to support your response to questions asked. You must ensure you are able to capture an audio recording to submit as evidence.

Task 4 – Reflective account

Note: The spaces provided below are **not** indicative of length of response required. However, you should consider the recommended word count stated for this Task as well as the time limit stated in the 'Conditions of the assessment' section of the Task.

You should consider the following areas when completing this Task:

- how well you felt that you conveyed your planned approach and activity plan in your presentation, including questions answered
- how well you feel, since completing Task 1, that you will meet the anticipated outcomes of your approach
- how you would improve any element of your work, including working collaboratively with peers, for future practice.

Document information

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Owner: Head of Assessment Design

Change History Record

Version	Description of change	Approval	Date of Issue
v1.0	Published draft version		April 2020
v2.0	Published final version		01 September 2020
v3.0	T Level branding updated		December 2020
v3.1	Version, branding and formatting final updates		February 2021
v3.2	Additional Pro Forma for Task 1 following provider feedback		March 2021
v3.3	NCFE rebrand.		September 2021