

T Level provider updates 24/25



Contents

Please follow the links below to find the monthly service update you require.

October 2024 – newsletter updates	3
December 2024 – newsletter update	11
February 2025 – newsletter update	1.6
rebruary 2025 – Hewsietter update	10
April 2025 – newsletter update	22
May 2025 – newsletter update	26
June 2025 – newsletter update	30
JULIC 2023 - IIC W JICKEL UPUUK	



October 2024 – newsletter updates

Key dates and reminders:

Access our standardisation materials and complete our compulsory administration training

You can now download our standardisation packs from the Portal, and you must complete the relevant training by **28 February 2025.**

The standardisation training materials are compulsory. They're designed for your delivery teams. They contain detailed information about the moderated components of the Occupational Specialisms (OS), focusing on assessment criteria and marking bands. They'll give delivery teams the confidence to discuss marks and develop a standardised approach, ensuring that you're marking consistently and are prepared for the 2025 assessment window.

To access the standardisation training materials, you'll firstly need to book your students on to their OS. Then you'll need to:

- log on to the Portal
- go to the 'Bookings' tab and click 'View assessments'
- search for a batch number or product code to find learners on the relevant qualification/assignment you'd like to access training for
- select all learners
- scroll to the bottom and click 'view bookings'
- click on the desired assessment booking on the relevant session:
- a further screen will drop down, where you'll see sections for each assessment. The standardisation materials for moderated assessments are located under the moderated assessment heading:
- click 'Show Details' to view the materials and then click to download. If there are two parts to the assessment, the materials will be located under 'Part 2':

Compulsory Administration training

You can find administration training relating to the moderated components on our Preparing for moderation page. The training consists of a series of videos supporting you through the administrative requirements associated with moderation, including but not limited to accessing and uploading assessment materials. Once you've completed this training, you must sign and return a declaration form via Microsoft Forms. This will confirm that you've completed both the standardisation and administration training.

If you have any queries about these standardisation materials or training, please contact our Moderation team via moderation@ncfe.org.uk

Annual Monitoring Review (AMR): complete your self-assessment forms
Last month, your Quality Reviewer (QR) will have confirmed the date of your AMR for
this session and given you a link to a self-assessment declaration. This should be
completed and returned within 10 working days.



The self-assessment declaration asks you to detail any policies or procedures that have been updated or changed since your last AMR, or approval review for new providers. It also asks you to confirm which T Level qualifications you're running this session and if you have the correct staff, work placements and physical resources to support delivery.

The final deadline for all forms to be returned is 14 October.

Key dates for the autumn 2024 Employer Set Project (ESP) including a reminder to register your students by 1 November

Key dates for the autumn 2024 Employer Set Project (ESP) including a reminder to register your students by 1 November.

Following on from provider consultation throughout 2023-24, we wanted to share the following key date information for the employer set project (ESP) and booking cut offs for the autumn 2024 series.

T Level	ESP advanced assessment material available	Entry deadline for core assessments
Education and Early Years	2 October 2024	21 October 2024
Digital Business Services	9 October 2024	21 October 2024
Digital Support Services	9 October 2024	21 October 2024
Health	14 October 2024	21 October 2024
Healthcare Science	No advanced assessment materials are available for this T Level.	21 October 2024
Science	No advanced assessment materials are available for this T Level.	28 October 2024

Remember to register your new students and book second year T Level students onto the Occupational Specialism (OS)

You must register your new cohort of students before 1 November 2024. After this date, you'll be charged a late registration fee or very late registration fee, in line with our <u>fees and pricing policy</u>. You'll be unable to register students for the 2024-25 session after 31 July 2025. Take a look at our <u>T Level Portal User Guide</u> for instructions on how to register students.

Please see our <u>Key Dates Schedule</u> for full details of key dates throughout the year. If you require any additional information, please contact our Assessment Delivery team via email at assessmentdelivery@ncfe.org.uk.

Book your second year T Level students onto the Occupational Specialism (OS)

You must book your second year T Level students onto their chosen Occupational Specialism (OS) for the summer 2025 assessment series and ensure to complete this process before the deadline outlined within the Key Dates Schedule. Please ask your exams team to follow the booking guidelines in the T Level Portal Guide (from page 28).

Once you've booked your students onto their chosen pathway, you'll gain access to our provider standardisation materials, which were released on 1 October 2024 and must be completed by **28 February 2025**. These training materials will support your



delivery teams by looking at the moderated component of the OS, focusing on assessment criteria and marking bands and help you to feel confident that you're marking consistently and are prepared for the 2025 assessment window. If any students are no longer completing the qualification or deferring, please notify our Moderation team at moderation@ncfe.org.uk.

Support and resources:

Support for delivering NCFE T Levels

We look forward to working closely with you in the coming year to support you and your students to achieve the best T Level outcomes. We want to remind you about what we have in place to support you, including:

- regular communications you can expect from us
- the support and resources that's available from NCFE.

Regular communications and our provider hub

- **T Level provider hub:** This is a central place on our website to access useful resources and information, including our Key Dates Schedule, events, resources and communications.
- Monthly provider newsletter and communications hub: We provide regular
 updates on this page and we'll notify you when there are updates to this via
 our monthly T Level provider newsletter. Checking our communications hub
 regularly will ensure you can stay up to date with all the latest information and
 news.
- **End-of-month round up email:** This newsletter will share reminders from the last month and anything you might have missed. From time to time, we'll send emails outside of our newsletters focused on important milestones, for example the upcoming assessment series.
- Keeping us up to date with the right contact in your organisation: If you're not the most relevant person at your organisation to receive our emails, or you want to add anyone else to our email contact list, please let us know via tlevelsupport@ncfe.org.uk.

Resources

We have a wide range of targeted resources to support your delivery. These include:

- free materials such as schemes of work, sample papers, project briefs, mark schemes and more, and
- additional teaching resources that you can purchase.

We've recently updated the suite of materials and resources available, which can be accessed from the 'Teaching materials' tab on the relevant qualification pages on our website. <u>View the full list of resources available</u>, and <u>updated resources that will be</u> available from 16 October 2024.

You can also find information about resources from external specialists, including Gatsby Technical Education Projects and RCNi on our <u>Provider hub</u>.

Support from our Provider Development team

Our dedicated team of experienced teachers and subject specialists provides both general and bespoke support directly to you and your team. You can access:

- events and webinars
- <u>one-to-one curriculum</u> consultations.



Further support

If you have queries about industry placements, please refer to the <u>Department for Education's guidance document</u>. <u>Visit this webpage</u> for a list of universities that include T Levels in their entry requirements.

We look forward to working with you over the coming months but in the meantime, if you have any further queries relating to T Levels, please contact us via tlevelsupport@ncfe.org.uk.

Special Considerations Policy update

We're pleased to announce that as part of our ongoing integration with JCQ, we've aligned our Special Considerations Policy with theirs, and all applications made will now be under this policy. As a result, we'll be removing links to our current policy in the coming weeks and replacing them with the JCQ criteria under NCFE branding. Please familiarise yourself with JCQ's policy.

Should you have any further questions regarding this topic, please contact the Assessment Delivery Team (assessmentDelivery@ncfe.org.uk)

Have your say:

Complete our provider annual review surveys

To ensure that T Levels remain at the forefront of education, each year they're reviewed by industry representatives and providers, so that they remain valid and reflective of current industry practice.

We'd like you to have your say and share your feedback with us to inform the review process. Click the links below to tell us your thoughts about our qualification content and learning resources. Please complete the surveys before 31 October 2024:

- annual review of qualifications content
- annual review of learning resources.

Take part in our delivery and assessment focus groups

We'd like to gather insight from you about the delivery and assessment of the T Levels in Digital, Education and Early Years, and Health, Healthcare Science and Science. The information gained will be used to inform our future support and CPD offer.

We're inviting you and your colleagues to share your views with us as part of a virtual focus group. These will take place in the first term of 2024-25 and will run for approximately one hour each.

We'll explore topics including:

- managing and getting the most out of industry placements
- the challenges of 'upscaling' and increasing student numbers
- how to prepare students for assessments.

We'll also share the feedback we've received on T Levels during our first four years of delivery and how we've responded to this and made improvements for you and your students.

The focus groups will take place at the following times:

- Education and Early Years 8 October, 10:30-11:30am and 3:30-4:30pm
- Health, Healthcare Science and Science 9 October, 10:30-11:30am and 3:30-4:30pm
- Digital Business Services and Digital Support Services 10 October, 10:30-11:30am and 3:30-4:30pm



We'd like as many of you represented as possible, so if you'd like to be involved, please email emilyrowson@ncfe.org.uk stating which date and time best works for you.

Changes to centre contact details

If any contact details have changed at your centre such as programme contact, head of centre, finance or exams contact, it's important to let us know as soon as possible. It's quick and easy to notify us by filling in this form: change of centre contact details form.

With the right contacts, we'll be able to communicate important updates to the correct individuals and our External Quality Assurers (EQAs) will be able to organise your reviews more efficiently. We also send out automated emails when planning and completing EQA reviews and it's vital that we have the most up-to-date contact, so you can receive a copy of your visit report and Direct Claims Status (DCS) outcome for qualifications that are eligible for DCS.

November 2024 – newsletter update

Key dates and reminders:

T Levels autumn assessment series – what you need to know

Remember to visit our website for everything you need to know for the T Level autumn assessment series, including information on core exams and Employer Set Projects (ESP), as well as key dates for each T Level. If you have students booked for either or both of these components, please visit our autumn assessment series webpage for more details on:

- special considerations and reasonable adjustments
- core exams key reminders, including:

•

o reminders on decoupling the core exams and ESP

•

bookings and access arrangements

•

- o details on invigilated, paper-based and online assessments
- ESP key reminders, including:

•

key dates across each subject area

•

 pre-assessment information, including a reminder to test recording equipment ahead of assessments

•

 post-assessment information, including clear steps on when, where and how to upload evidence, as well as tips for checking your evidence and troubleshooting.

Visit the autumn assessment series page now.



Access our standardisation pack and complete the standardisation and administration training

Our standardisation packs are now available on the Portal, and you must complete the relevant training by **28 February 2025.** These training materials support your delivery teams by looking in more detail at the moderated components of the Occupational Specialism, focusing on assessment criteria and marking bands, giving you the opportunity to discuss marks and develop a standardised approach.

To access the standardisation training materials, once you've booked your learners onto the relevant assessment, you'll need to:

- log in to the Portal
- go to the 'Bookings' tab and click 'View Assessments'
- search for a batch number or product code to find learners on the relevant qualification/assignment you'd like to access training for
- select all learners
- scroll to the bottom and click 'view bookings'
- click on the desired assessment booking on the relevant session.

You'll see headings for each assessment, and the standardisation materials for moderated assessments are located under the moderated assessment heading. Click 'Show Details' to view the materials and then click them to download. If there are two parts to the assessment, the materials for this will be located under 'Part 2'.

Administration training

You can watch administration training for the moderated component on our <u>Preparing for moderation page</u>. The training consists of a series of videos supporting you through the administrative requirements associated with moderation, including but not limited to accessing and uploading assessment materials. Once you've completed the training you need to sign a declaration and return it to us via Microsoft Forms:

Administration and Standardisation Training Declaration form.

If you have any queries about these materials or the training, please contact our Moderation team via moderation@ncfe.org.uk.

Changes to our Key Dates Schedule (KDS)

We've added two additional dates to our KDS to provide clarity on start and end dates for the occupational specialisms (OS) for Early Years Educator (EYE) and Supporting Healthcare:

- The start date for Education and Early Years OS EYE for Assignment 2 Part 1 is **30 September 2024.** The end date of 16 May 2025 remains unchanged.
- The final deadline to submit marks for Health OS Supporting Healthcare
 Assignment 2 Part 1: Practical Activity Assessment (PAA) Core is 4 April 2025.
 The start date of 24 March 2025 remains unchanged.

Access the revised KDS

Occupational Specialism (OS) booking for second year T Level students

You need to book your second year T Level students onto their chosen Occupational Specialism (OS) for the summer 2025 assessment series, if you haven't done this already. Please ensure you complete this process no later than the deadline outlined below and in the <u>Key Dates Schedule</u>.

Occupational Specialism

Entry Deadline



Early Years Educator (EYE) 20 January 2025 Assisting Teaching (AT) 20 January 2025 24 February 2025 Supporting the Adult Nursing Team Supporting the Midwifery Team 24 February 2025 Supporting the Mental Health Team 24 February 2025 Supporting the Care of Children and Young People 24 February 2025 Supporting the Therapy Teams 24 February 2025 Assisting with Healthcare Science 13 March 2025 **Food Sciences** 13 March 2025 **Laboratory Sciences** 13 March 2025

Please ask your exams team to follow the booking guidelines on the $\underline{\text{T Level Portal}}$ Guide detailed from page 28.

Our T Level Provider Impact survey

As T Level providers, your insights and experiences play a vital role in the continued growth and success of the T Level qualifications. Your feedback enables us to understand what's working well and where improvements can be made, ensuring that T Levels provide the best possible outcomes for both providers and students. Please take a few minutes to complete our <u>Provider impact survey</u>, and share your perspective with us before **Friday 29 November**. We take every piece of feedback seriously and it directly informs our next steps in developing and enhancing T Levels to better meet the needs of all stakeholders.

Gatsby's Technical Education Networks (TEN) teacher survey

One of our partners, Gatsby, are interested to find out about awareness of their TEN amongst T Level teachers and providers across the UK, and also where teachers are finding, accessing and using teaching materials. Complete their short survey (only 2 minutes!) to share your thoughts and feed into their work going forwards. Please note that responses will be anonymised.

Support and resources:

Join our new WhatsApp channel

We've launched our new WhatsApp channel, to keep you up to date with key deadlines and reminders for T Levels, and the other qualifications in our portfolio. <u>Click</u> this link from your mobile to join the channel.

Announcing our new partnership with Sim & Skills

We're excited to announce a new partnership between us and Sim & Skills, enhancing support for T Levels in Health, Healthcare Science, and Science. Sim & Skills specialises in medical simulation and immersive learning resources, offering innovative tools to engage students and improve educational outcomes. Through this partnership, T Level providers will be able to access webinars and events focused on using simulation equipment effectively within delivery of the T levels.

Join us for the webinar <u>Tackling year 2: How to support, teach, and assess your T</u> <u>Level Health students</u> on **20 November from 2-3:30pm**, featuring insights from experienced T Level teachers and a showcase of available resources.

Professional Development Week



Calling all teachers, assessors, senior leaders and support staff who want to enhance their teaching and learning, improve learner engagement and develop confidence! Our Professional Development Week is back from 16-20 December. Register early interest now.

T Level timeline for the moderated component

Check our new <u>T Level timeline</u>, for the delivery of the moderated component, to help you prepare for upcoming milestones within the second year of the T Level. This has been designed to help provide you with a timeline of events and expectations, inform you of any training to complete, support you with where to access support and let you know what to expect during the moderation period.

We've also created a <u>new timeline for visiting moderation and delivery of the Education and Early Years T Level</u>.

If you have any queries on this, please contact our Moderation team via email at moderation@ncfe.orguk.

Grade Standard Exemplification Materials (GSEMs) for the summer 2024 assessment series

GSEMs for the summer 2024 assessment series are now available and accessible via the 'support materials' tab on each individual T Level qualification page. These documents contain student responses, alongside examiner and moderator commentary, to support providers and students prepare for their occupational specialism (OS) assessments. Please note, GSEMs are only produced for OS assessments that had students sitting in summer 2024 and where appropriate exemplar work was available.

Change of contact details

If any contact details have changed at your centre, it's important to let us know. It's quick and easy to notify us by filling in this form: change of centre contact details form, and this will allow us to continue communicating important updates to the correct individuals.

Our impact

Social Impact Report 2024

We've released our Social Impact Report 2024. Visit our webpage to explore the initiatives, insights and stories that make up the second edition of this milestone publication that forms a key part of our charitable purpose.

From improving outcomes for learners from diverse backgrounds to increasing the capabilities of educators through CPD, from providing clear access to lifelong learning using platforms like CACHE Alumni to investing in assessment innovation, or accrediting qualifications for charities such as Save the Children – read more about our impact on students, institutions, educators and the wider society.

Download the report and explore the stories.



December 2024 – newsletter update

Key dates and reminders:

Vocational technical qualifications (VTQ) first term-time checkpoint now open

Following our communication last month to confirm arrangements to ensure the timely delivery of vocational technical qualifications (VTQ) results for learners in 2024-25, we wanted to let you know that the first term-time checkpoint is now open. If you deliver any of the qualifications in scope of this year's arrangements, your centre's action is required to ensure this checkpoint is completed by Friday 31 January. Visit our timely delivery of VTQ results webpage for more information on the actions you need to take and where to find support.

T Levels autumn assessment series – what you need to know

Remember to visit our <u>autumn assessment series page</u> for everything you need to know for the T Level autumn assessment series, including:

- special considerations and reasonable adjustments
- core exams key reminders, including:

•

- o reminders on decoupling the core exams and ESP
- o bookings and access arrangements
- o details on invigilated, paper-based and online assessments
- ESP key reminders, including:

.

- key dates across each subject area
- pre-assessment information, including a reminder to test recording equipment ahead of assessments
- post-assessment information, including clear steps on when, where and how to upload evidence, as well as tips for checking your evidence and troubleshooting.

Occupational Specialism (OS) booking for second year T Level students

You need to book your second year T Level students onto their chosen Occupational Specialism (OS) for the summer 2025 assessment series, if you haven't done this already. Please ensure you complete this process no later than the deadline outlined below and in the <u>Key Dates Schedule</u>.

Occupational Specialism	Entry deadline
Early Years Educator (EYE)	20 January 2025
Assisting Teaching (AT)	20 January 2025
Supporting the Adult Nursing Team	24 February 2025
Supporting the Midwifery Team	24 February 2025
Supporting the Mental Health Team	24 February 2025
Supporting the Care of Children and Young People	24 February 2025
Supporting the Therapy Teams	24 February 2025



Assisting with Healthcare Science 13 March 2025 Food Sciences 13 March 2025 Laboratory Sciences 13 March 2025

Please ask your exams team to follow the booking guidelines on the <u>T Level Portal</u> <u>Guide</u> detailed from page 28.

Access our standardisation pack and complete the standardisation and administration training

Our standardisation packs are now available on the Portal, and you must complete the relevant training by **28 February 2025.** These training materials support your delivery teams by looking in more detail at the moderated components of the Occupational Specialism, focusing on assessment criteria and marking bands, giving you the opportunity to discuss marks and develop a standardised approach.

To access the standardisation training materials, once you've booked your learners onto the relevant assessment, you'll need to:

- log on to the Portal
- go to the 'Bookings' tab and click 'View Assessments'
- search for a batch number or product code to find learners on the relevant qualification/assignment you'd like to access training for
- select all learners
- scroll to the bottom and click 'view bookings'
- click on the desired assessment booking on the relevant session.

You'll see headings for each assessment, and the standardisation materials for moderated assessments are located under the 'moderated assessment' heading. Click 'Show Details' to view the materials and then click them to download. If there are two parts to the assessment, the materials for this will be located under 'Part 2'.

Administration training

You can watch administration training for the moderated component on our <u>Preparing for moderation page</u>. The training consists of a series of videos supporting you through the administrative requirements associated with moderation, including but not limited to accessing and uploading assessment materials. Once you've completed the training, you need to sign a declaration and return it to us via Microsoft Forms: Administration and Standardisation Training Declaration form.

If you have any queries about these materials or the training, please contact our Moderation team via moderation@ncfe.org.uk.

T Level approvals for September 2025 delivery

If you're planning to deliver additional T level qualifications in September 2025, you'll need to apply for additional product approval with us via this page on our website before you can start delivering them. The approval window opens on 24 February 2025 and closes on 27 June 2025.

Please be aware that if your college has multiple campuses, you'll need to apply for approval for each campus to deliver these additional qualifications. Similarly, if your academy is part of a Multi Academy Trust, each academy will require separate approval.

Our T Level provider impact survey



We'd like to thank all of our providers who gave feedback as part of our recent T Level annual review. Your feedback on our T Level qualifications and resources supports continuous improvement and helps to their shape future development.

We encourage all providers to contribute to the annual review to ensure that T Levels remain valid and reflective of current industry practice which will keep them at the forefront of education. The next annual review will take place in the summer of 2025.

Support and resources:

Join our new WhatsApp channel

We've launched our new WhatsApp channel, to keep you up to date with key deadlines and reminders for T Levels, and the other qualifications in our portfolio. <u>Click</u> this link from your mobile to join the channel.

Professional Development Week

Calling all teachers, assessors, senior leaders and support staff who want to enhance their teaching and learning, improve learner engagement and develop confidence! Our Professional Development Week is back from 16-20 December and includes some T Level focused sessions. Secure your place and register for the sessions now!

New T Level timelines for the moderated component

<u>Check our new T Level timeline</u>, for the delivery of the moderated component, to help you prepare for upcoming milestones within the second year of the T Level. This has been designed to help provide you with a timeline of events and expectations, inform you of any training to complete, support you with where to access support and let you know what to expect during the moderation period.

On our <u>Moderation webpage</u>, under the key dates and support banner, you can also find a moderation key dates and support document, including a timeline of events for both visiting and remote moderation and where to access support.

If you have any queries on this, please contact our Moderation team via email at moderation@ncfe.orguk.

Unique Learner Numbers (ULNs) and T Level registrations

If you've made any registrations on the 2024-2025 session, please ensure that you have updated any invalid ULNs on the NCFE Portal by going to the 'My learners' tab and then the 'Manage ULNs' area.

This will allow the correct data to be sent to the Manage T level Results and Certification service. If this data is not correct, it could affect the issuing of results. You should also receive an email to your LRS administrator with these details.

More details on how to do this can be found in the Portal User Guide.

Change of contact details

If any contact details have changed at your centre, it's important to let us know. It's quick and easy to notify us by filling in this form: change of centre contact details form, and this will allow us to continue communicating important updates to the correct individuals.

Our impact

Social Impact Report 2024

We've released our Social Impact Report 2024 and would encourage you to explore the initiatives, insights and stories that make up the second edition of this milestone publication.



From improving outcomes for learners from diverse backgrounds to increasing the capabilities of educators through CPD, from providing clear access to lifelong learning using platforms like CACHE Alumni to investing in assessment innovation, or accrediting qualifications for charities such as Save the Children – read more about our collective impact on students, institutions, educators and the wider society.

Download the report and explore the stories

January 2025 – newsletter update

Occupational Specialism (OS) booking for second year T Level students

You need to book your second year T Level students onto their chosen Occupational Specialism (OS) for the summer 2025 assessment series, if you haven't done this already. Please ensure you complete this process no later than the deadline outlined below and in the Key Dates Schedule.

Occupational Specialism	Entry deadline
Supporting the Adult Nursing Team	24 February 2025
Supporting the Midwifery Team	24 February 2025
Supporting the Mental Health Team	24 February 2025
Supporting the Care of Children and Young People	24 February 2025
Supporting the Therapy Teams	24 February 2025
Assisting with Healthcare Science	13 March 2025
Food Sciences	13 March 2025
Laboratory Sciences	13 March 2025

Please ask your exams team to follow the booking guidelines on the <u>T Level Portal</u> <u>Guide</u> detailed from page 28. For providers delivering T Level Technical Qualification in Education and Early Years, once your learners are booked, you'll then be allocated a moderator within seven working days. Schedule of Assessment will also become available once bookings have been made.

Access our standardisation pack and complete the standardisation and administration training

Our standardisation packs are now available on the Portal, and you must complete the relevant training by **28 February 2025.** These training materials support your delivery teams by looking in more detail at the moderated components of the Occupational Specialism, focusing on assessment criteria and marking bands, giving you the opportunity to discuss marks and develop a standardised approach.

To access the standardisation training materials, once you've booked your learners onto the relevant assessment, you'll need to:

- log on to the Portal
- go to the 'Bookings' tab and click 'View Assessments'



- search for a batch number or product code to find learners on the relevant qualification/assignment you'd like to access training for
- select all learners
- scroll to the bottom and click 'view bookings'
- click on the desired assessment booking on the relevant session.

You'll see headings for each assessment, and the standardisation materials for moderated assessments are located under the 'moderated assessment' heading. Click 'Show Details' to view the materials and then click them to download. If there are two parts to the assessment, the materials for this will be located under 'Part 2'.

Administration training

You can watch administration training for the moderated component on our <u>Preparing for moderation page</u>. The training consists of a series of videos supporting you through the administrative requirements associated with moderation, including but not limited to accessing and uploading assessment materials. Once you've completed the training, you need to sign a declaration and return it to us via Microsoft Forms: Administration and Standardisation Training Declaration form.

If you have any queries about these materials or the training, please contact our Moderation team via moderation@ncfe.org.uk.

T Level approvals for September 2025 delivery

If you're planning to deliver additional T level qualifications in September 2025, you'll need to apply for additional product approval with us via this page on our website before you can start delivering them. The approval window opens on **24 February 2025** and closes on 27 June 2025.

Please be aware that if your college has multiple campuses, you'll need to apply for approval for each campus to deliver these additional qualifications. Similarly, if your academy is part of a Multi Academy Trust, each academy will require separate approval.

As a reminder, as we will be stepping back as the awarding organisation for the Digital Business Services and Digital Support Services T Levels, you will need to apply for approval to deliver these qualifications from Pearson rather than NCFE.

Support and resources:

Join our new WhatsApp channel

We've launched our new WhatsApp channel, to keep you up to date with key deadlines and reminders for T Levels, and the other qualifications in our portfolio. <u>Click</u> this link from your mobile to join the channel.

Professional Development Week

Calling all teachers, assessors, senior leaders and support staff who want to enhance their teaching and learning, improve learner engagement and develop confidence! Our Professional Development Week is now available to recap on demand. Watch the recordings.

New T Level timelines for the moderated component

<u>Check our new T Level timeline</u>, for the delivery of the moderated component, to help you prepare for upcoming milestones within the second year of the T Level. This has been designed to help provide you with a timeline of events and expectations, inform



you of any training to complete, support you with where to access support and let you know what to expect during the moderation period.

On our <u>Moderation webpage</u>, under the key dates and support banner, you can also find a moderation key dates and supporting document, including a timeline of events for both <u>visiting</u> and <u>remote</u> moderation and where to access support.

If you have any queries on this, please contact our Moderation team via email at moderation@ncfe.orguk.

Change of contact details

If any contact details have changed at your centre, it's important to let us know. It's quick and easy to notify us by filling in this form: change of centre contact details form, and this will allow us to continue communicating important updates to the correct individuals.

Our impact

Social Impact Report 2024

We've released our Social Impact Report 2024 and would encourage you to explore the initiatives, insights and stories that make up the second edition of this milestone publication.

From improving outcomes for learners from diverse backgrounds to increasing the capabilities of educators through CPD, from providing clear access to lifelong learning using platforms like CACHE Alumni to investing in assessment innovation, or accrediting qualifications for charities such as Save the Children – read more about our collective impact on students, institutions, educators and the wider society.

Download the report and explore the stories

February 2025 – newsletter update

Access our standardisation pack and complete the standardisation and administration training

Our standardisation packs are now available on the Portal, and you must complete the relevant training by **28 February 2025.** These training materials support your delivery teams by looking in more detail at the moderated components of the Occupational Specialism, focusing on assessment criteria and marking bands, giving you the opportunity to discuss marks and develop a standardised approach.

To access the standardisation training materials you'll need to:

- · Book your learners onto the relevant assessment
- log on to the Portal
- go to the 'Bookings' tab and click 'View Assessments'
- search for a batch number or product code to find learners on the relevant qualification/assignment you'd like to access training for
- select all learners
- scroll to the bottom and click 'view bookings'
- click on the desired assessment booking on the relevant session.



You'll see headings for each assessment., The standardisation materials for moderated assessments are located under the 'moderated assessment' heading. Click 'Show Details' to view the materials and then click them to download. If there are two parts to the assessment, the materials for the second partwill be located under 'Part 2'.

Administration training

You can watch administration training for the moderated component on our Preparing for moderation page. The training consists of a series of videos supporting you through the administrative requirements associated with moderation, including accessing and uploading assessment materials. Once you've completed the training (before the 28 February deadline), you need to sign a declaration and return it to us via Microsoft Forms: Administration and Standardisation Training Declaration form. If you have any queries about these materials or the training, please contact our Moderation team via moderation@ncfe.org.uk.

Autumn series results - what you need to know

We'll release results for the autumn series 2024 on 19 March ahead of your students receiving them on 20 March. If you need a review of marking, the deadline for submitting this request is 24 April. More information on results will be shared next month.

T Level approvals for September 2025 delivery

If you're planning to deliver additional T Level qualifications in September 2025, you'll need to apply for additional product approval with us via this page on our website. The approval window opens on **24 February 2025** and closes on 27 June 2025. Please be aware that if your college has multiple campuses, you'll need to apply for approval for each campus to deliver these additional qualifications. Similarly, if your academy is part of a Multi Academy Trust, each academy will require separate approval.

As a reminder, as we will be stepping back as the awarding organisation for the Digital Business Services and Digital Support Services T Levels, you will need to apply for approval to deliver these qualifications from Pearson rather than NCFE.

Second term-time checkpoint opens 10 March

Thank you to everyone who completed your first term-time checkpoint. The window for the second term-time checkpoint will open on Monday 10 March 2025 and the deadline will be Friday 2 May 2025. <u>Visit our timely delivery of VTQ results webpage</u> next month for more information on the actions you need to take and where to find support.

Aspiration Awards 2025

Could your student be crowned the T Level Student of the Year? Learn more about our Aspiration Awards.

Support and resources:

Upcoming events

We have a full schedule of interactive and useful training events taking place in February and March. Visit our <u>events webpages</u> for more information. You can also sign up for our face-to-face excellence roadshows in March, to enhance your teaching, curriculum planning and assessment for NCFE T Levels.

What will I gain from attending an event?



Each event offers:

✓ practical workshops tailored to your T Level subject area (in Education and Early Years; Health, Healthcare Science and Science; and Digital Business Services and Digital Support Services) ✓ expert-led discussions on best practices

valuable networking opportunities with other educators Where are the events?

- Sunderland College Bede Campus Friday 7 March
- New College Swindon Postponed, alternative date in June will be made available
- York College Friday 21 March

Spaces are limited – <u>sign up today on Eventbrite</u>.

Moderation key dates and support

On the <u>moderation page</u> on our website, under the T Level key dates and support banner, you can now find amoderation key dates and support document. This will provide you with a timeline for both <u>visiting</u> and <u>remote</u> moderation, along with information on where to access support.

Changes to T Level industry placements

As you may be aware, the <u>Department for Education announced</u> an updated set of T Level industry placement delivery approaches in December 2024, and the accompanying guidance is now live. The guidance can be <u>accessed here</u> and the main changes include:

- allowing up to 20% of the placement to take place remotely (up to 50% for T Levels in the Digital route)
- allowing the placement to take place at route level as well as pathway level
- allowing small team projects and simulated activities in skills hub and training centres to take place on the provider site (as well as externally), where this activity is delivered and overseen by the industry placement employer.

These new approaches are now applicable to all T Level students (with the exception of Education and Early Years and Dental Nursing specialisms, where there are specific requirements linked to licence to practice). Alongside the updated approaches, there are also a range of other existing approaches that can be used to deliver placements – this is made clear in the newly published delivery guidance.

You can read more about these new approaches in the articles available for <u>providers</u> and <u>employers</u>. If you have any queries, please contact Industry.PLACEMENTS@education.gov.uk

March 2025 – newsletter update

Key dates and reminders

Autumn assessment series results: what you need to know for next week



We want to remind you that we'll release results from the autumn 2024 series to providers on **19 March** ahead of students receiving them on **20 March**. Read more on our results webpage.

VTQ timely delivery of results: second term-time checkpoint now open

The window for the second term-time checkpoint **is now open** and the deadline is **Friday 2 May 2025**. Visit our <u>timely delivery of VTQ results webpage</u> for more information on the actions you need to take and where to find support.

Important announcement: T Level approval window now open

If you're planning to deliver additional NCFE T Level qualifications in September 2025, you'll need to apply for further product approval with us <u>via our website</u> before you can start delivering them. The approval window is now open and closes on 27 June 2025.

To apply for approval, you should follow these steps, or watch our video guide:

- Visit ncfe.org.uk and use the qualification search function to navigate to the product(s) you wish to apply for.
- Select 'Deliver this qualification'.
- Sign in and complete the online application. For this, you'll need: provider name and number
 - provider details (programme contact)
 - qualification details including intended registrations and start dates.
- Complete provider and secure live assessment and administration declarations.
- Once we receive your application, if this is an additional product request and your application is received before 5pm you will be sent confirmation of approval that day. If you are new to NCFE or T Level delivery, we'll review and process this within 24 hours and send confirmation once the approval process is fully completed.
- We recommend you review your previous Annual Monitoring Review (AMR) report for any actions which could apply to T Levels.

Please be aware that if your college has multiple campuses, you'll need to apply for approval for each campus to deliver any additional qualifications. Similarly, if your academy is part of a multi academy trust, each academy will require separate approval.

Need support?

If you need support with the approvals process, please contact your allocated EQA or our T Level support team via email at tlevelsupport@ncfe.org.uk. You can also sign up to join our virtual drop-in clinics on approvals which are taking place regularly between March and June 2025. Sign up through our events-webpage.

Update to the Key Dates Schedule

We've updated a statement on page 11 of our <u>Key Dates Schedule</u> about submitting students' marks and how to record students who were booked to sit an assessment but did not attend

Updated statement:

Marks must be entered onto the Portal before midnight on the final submission date. Any students booked but not sitting the assessment should be marked as a DNA in the



'submit marks' screen. Failure to do this will result in delays to final moderation and student results. Final moderation will take place when the assessment window closes.

Preparing for assessments and moderation

Advance assessment materials and access guidelines

As we approach the summer assessment series, we've created qualification-specific documents detailing the advance assessment materials for the Employer Set Project (ESP) and occupational specialisms (OS).

This documentation includes information on who can open these materials and when. There is a quick guide in the table below but we recommend reviewing the qualification documentation for specific information on advance assessment materials. This documentation can be found on the relevant qualification page, linked below.

Role	Are provider guides available?	Is pre-release/preliminary material available?
Exams officer/administrator	Yes, on the date made available in the Portal to assist with assessment preparation.	Yes, on the date made available in the Portal to assist with assessment preparation.
Tutor	Yes, on the date made available in the Portal to assist with assessment preparation.	No, tutors should not have pre-sight of any pre-release material unless specified in the qualification-specific documentation. Tutors can only access pre-release material after it has been provided to students.
Student	No, students don't require access to this document.	Yes, students can access this on the date specified in the <u>Key Dates Schedule</u> .

Links to advance assessment materials:

- Digital Business Services advance assessment material
- <u>Digital Support Services advance assessment material</u>
- Education and Early Years advance assessment material
- Health advance assessment material
- Healthcare Science advance assessment material
- Science advance assessment material

Top tips for the ESP

Ahead of the summer assessment series, we'll be sharing guidance with you on how to prepare. Read our top tips for preparing for the ESP.

Special considerations and reasonable adjustments

Please remember that students may be eligible for special considerations if they're disadvantaged in some way at the time of an assessment for reasons outside of their control.

You can review <u>JCQ's guide to the special consideration process</u> for further clarification around who may be eligible.



Requests must be submitted via our <u>centre assessment support page</u>, no later than 5 working days after the assessment has taken place or the assessment window has closed.

Any reasonable adjustment should be added in the NCFE portal at the point of registering the student but if need can be added at a later date before the assessment. Reasonable adjustments are put in place to help reduce the effect of a disability or difficulty that places the learner at a substantial disadvantage in the assessment. Further information can be found on our <u>Access arrangements and reasonable adjustments</u> page.

Students selected for moderation who have a reasonable adjustment applied, must be added to the checklist in the assessment materials pack or the form VQ/IA included in evidence upload. This ensures that adjustments are properly documented and accounted for.

Supporting your delivery: resources, training and events Administration support

We'd like to remind you that **administration training** is available on the <u>moderation</u> <u>webpage</u>. This training will guide you through the administration duties required and help ensure everything is completed correctly and efficiently.

Please keep the following key points in mind:

Evidence upload limits: be mindful of the upload limits for evidence. You should ensure that files meet the specified size requirements to avoid any issues when uploading evidence. You'll find useful tips under the evidence upload banner on the moderation webpage.

Evidence labelling:

- You should label all evidence clearly, by including the corresponding task number in the document title. For example, labelling a document as 'Task 3' will clarify which evidence corresponds to which task.
- All files and documents must include the student's name and the name of the task(s).
- Student names on evidence submissions must match the names used to register the student with NCFE.

Upcoming events

We have a full schedule of interactive and useful training events taking place in March and February. Visit our <u>events webpages</u> for more information.

We've highlighted some key ones below and you can find others on our subjectspecific webpages (linked at the end of this page).

Face-to-face excellence roadshows

Join our face-to-face excellence roadshow at York College on Friday 21 March, to enhance your teaching, curriculum planning and assessment for NCFE T Levels. What will I gain from attending?

✓ practical workshops tailored to your T Level subject area (in Education and Early Years; Health, Healthcare Science and Science; and Digital Business Services and Digital Support Services)

expert-led discussions on best practices



✓ valuable networking opportunities with other educators Spaces are limited – sign up today on Eventbrite.

Supporting maths success in T Level teaching

Are you ready to strengthen your approach to teaching maths within T Levels? Join our session on **Monday 31 March** at **4-5pm** to gain a deeper understanding of the maths requirements in T Levels and equip yourself with practical strategies to support your students' success.

This session will cover:

- key insights into T Level maths requirements
- how to identify and address common maths challenges
- effective strategies to boost student confidence and achievement.

Register now.

Funding information

T Levels capital fund

The Department for Education (DfE) has published information on the <u>T Levels capital</u> <u>fund</u> which supports eligible providers delivering T Levels since September 2024. This includes:

- The Building and Facilities Improvement Grant
- The Specialist Equipment Allocation (SEA)

If you want to know more about Capital Funding, including eligibility, please refer to the Guide to the T Level Capital Fund (TLCF).

For any queries regarding T Levels capital funding, including the Building and Facilities Improvement Grant (BFIG) and the Specialist Equipment Allocation (SEA), please contact the Department for Education (DfE) directly.

Key contacts

Notify us of any change of contacts

If any contact details at your provider have changed - such as programme contact, head of centre, finance or exams contact - it is important that you let us know. Please complete our change of centre contact details form.

April 2025 – newsletter update

Key dates and reminders

Preparing for the summer assessment series

Following the release of the autumn series results, we're now looking ahead to the summer series and sharing some useful reminders with you to help ensure these assessments go smoothly.

Please see our summer assessment series webpage for more information on:

- reminders on social media sharing and risk of malpractice
- booking cut-off dates



- reasonable adjustments
- special considerations
- key reminders on the Employer Set Project (ESP), Occupational Specialisms (OS) and core exams.

Core component entry cut off

If you still need to book your core component re-sits, the entry cut offs for the core component on all T Level qualifications are in April. Specific dates for each qualification are below and can be found in the <u>Key Dates Schedule</u>.

- Education and Early Years Thursday 10 April
- Digital Business Services Friday 25 April
- Digital Support Services Friday 25 April
- Health Thursday 17 April
- Healthcare Science Thursday 17 April
- Science Wednesday 23 April

Any entries made after these dates will be subject to a late or very late entry fee as per the key dates schedule and our 2024-25 Fees and Pricing list.

Advanced assessment materials: a reminder on access guidance

We wanted to remind you about our guidance for accessing advanced assessment materials.

We provide access to advanced assessment materials connected to our Employer Set Projects and Occupational Specialisms at least three days before these assessments are due to officially commence. This helps to ensure that your provider has the opportunity to make all necessary preparations to deliver the assessment successfully and in full accordance with our guidance.

However, these materials should only be accessed by members of your exams team and administrators. Tutors and students shouldn't have access to any advanced assessment materials until the day of the assessments. Please refer to the Key Dates Schedule for exact dates as these may vary slightly between each series.

This guidance on these materials must be followed by all providers to protect the integrity of our assessments. Breaching our assessment guidance and regulations is considered as malpractice or maladministration, and we may impose sanctions in line with JCQ guidance. If you become aware of a breach, please complete our online centre staff malpractice form, or contact our T Level Customer Support team at tlevelsupport@ncfe.org.uk.

We'd also like to remind all providers that sensitive information relating to live assessment materials should not be shared in social media forums, such as Facebook. This would also be considered as malpractice or maladministration and is sanctionable in accordance with JCQ guidance. Please share this reminder with all your team members connected to any NCFE qualifications or assessments.

VTQ timely delivery of results

VTQ timely delivery of results: deadline for second term-time checkpoint approaching



The window for the second term-time checkpoint closes on **Friday 2 May 2025**. Visit our <u>timely delivery of VTQ results webpage</u> for more information on the actions you need to take and where to find support.

Key dates

Key Dates Schedule consultation: we need your feedback

We need your feedback on the content and structure of our 2025-26 and 2026-27 Key Dates Schedule. Read more and share your feedback before Friday 9 May.

Supporting your delivery: resources, training and events Administration support for moderation

We'd like to remind you that **administration training** is available on the **moderation** webpage. This training will guide you through the administration duties required and help ensure everything is completed correctly and efficiently.

Please keep the following key points in mind:

Evidence upload limits:

- Be mindful of the upload limits for evidence. You should ensure that files meet the specified size requirements to avoid any issues when uploading evidence.
- Find useful tips under the evidence upload banner on our <u>moderation</u> webpage.

Evidence labelling:

- You should label all evidence clearly, by including the corresponding task number in the document title. For example, labelling a document as 'Task 3' will clarify which evidence corresponds to which task.
- All files and documents must include the student's name and the name of the task(s).
- Student names on evidence submissions must match the names used to register the student with NCFE.

Evidence upload checklist:

You can find the evidence upload checklist for each Occupational Specialism (OS) via the Portal.

Please complete the checklist and upload them alongside the student evidence.
 The checklist includes a reasonable adjustment section where you must confirm if any reasonable adjustments have been applied and submit the JCQ form giving details.

Watch our handy guidance videos:

- How to access assessment materials
- How to submit provider marks for moderation
- View students selected for moderation and upload evidence.

Delivering the T Level in Health?

If you're delivering this qualification, please note that part 1: practical assessment activity (core) and part 2: practical assessment activity (pathway) has two separate assessment windows.

You must submit all marks for the core elements by the core deadline and then all marks for the pathway by the pathway deadline, as outlined in the <u>Key Dates</u>



<u>Schedule</u>. You'll receive two separate sampling plans for the core and pathway, and core will be made available first. The sampling plan will be generated once all marks have been submitted, and the assessment window has closed. This will be available in the Portal.

For more support when entering marks, view our <u>Entering Provider Marks</u> 603/7066/X Assignment 2 guide.

Upcoming events

We have a full schedule of interactive and useful training events taking place in April and May. Visit our <u>events webpages</u> for more information.

We've highlighted some key ones below and you can find others on our subjectspecific webpages (linked at the end of this page).

- <u>Drop-in clinic: Education and Early Years T Level toolbox</u>, Friday 11 April at 4:30-5:30pm: This Education and Early Years toolbox drop-in clinic is an opportunity for you to ask questions to our Provider Development team.
- NCFE virtual drop-in clinic: supporting new T Level approvals, Monday 28 April
 at 4:30-5:30pm: Do you need support with your new T Level approvals? Join
 our virtual drop-in clinic for guidance and support.
- <u>Drop-in clinic: Health and Science T Levels toolbox</u>, Tuesday 5 May at 8:30 9:30am: The Health and Science toolbox drop-in clinic is an opportunity for you to ask questions to our Provider Development team.
- <u>Digital Sector Manager Q&A clinic</u>, Thursday 22 May at 8:30-9:30am: Join our virtual clinic with specialists from the digital sector, addressing your questions to ensure readiness for successful assessment outcomes.
- <u>Drop-in clinic: supporting new T Level approvals</u>, Friday 23 May at 12-1pm: Do you need support with your new T Level approvals? Join our virtual drop-in clinic for guidance and support.
- Maximising educational impact with prompting theory and genAl tools,
 Tuesday 1 July at 2-3:30pm: Discover how to apply prompting theory to
 enhance real-world educational outcomes using cutting-edge generative Al
 tools such as Copilot (Microsoft), Gemini (Google), and ChatGPT. This
 interactive webinar will explore the practicalities and unique strengths of each
 tool, providing actionable strategies for supporting various educational tasks.
 Attendees will gain insights into effective Al integration to optimise teaching
 and learning.
- Effective questioning in mathematics for vocational contexts, Wednesday 2
 July at 3-4:30pm: Incorporating maths into vocational programmes can often
 pose challenges for educators. This live online training session on effective
 questioning in maths is designed to empower vocational teachers to enhance
 student engagement and deepen understanding, fostering critical thinking skills
 essential for real-world problem-solving. The session provides a focused,
 interactive opportunity to develop effective questioning strategies tailored to
 vocational teaching and learning in maths.



Professional Development Week: register your interest to be the first to know more

Our next Professional Development Week will take place from Monday 30 June – Friday 4 July. This week will feature a range of virtual training sessions, workshops, and in conversation with events, designed to enhance professional skills and provide valuable insights into the field. Our previous Professional Development Weeks have been attended by hundreds of educators, exams colleagues and senior leaders. You'll have the opportunity to join live and recorded, free taster sessions on practical teaching strategies, innovative tools, and methods to engage students. This will be a useful introduction to some of our paid CPD events that will be taking place at a later date, so you can experience the content before signing up to the full session. Sign up and register your interest if you want to be the first to hear about our plans for Professional Development Week!

May 2025 – newsletter update

Supporting you through the summer assessment series:

Please see our <u>summer assessment series webpage</u> for more information on:

- reminders on social media sharing and risk of malpractice
- booking cut-off dates
- reasonable adjustments
- special considerations
- key reminders on the Employer Set Project (ESP), Occupational Specialisms (OS) and core exams.

Core component entry cut off

The entry cut offs for all T Level qualifications have now passed. Specific dates for each qualification can be found in the Key Dates Schedule.

Any entries made after these dates will be subject to a late or very late entry fee as per the key dates schedule and our 2024-25 Fees and Pricing list.

All about the OS – deadlines for submitting marks, viewing students selected for moderation and uploading evidence

We wanted to share some key reminders with you about the OS and key dates to add to your diary.

Submitting marks

The deadline to submit marks for the below pathways is Friday 16 May 2025:

- Education and Early Years Assisting Teaching
- Education and Early Years Early Years Educator
- Health Pathway A Adult Nursing team



- Health Pathway B Midwifery team
- Health Pathway C Mental Health team
- Health Pathway D Care of Children and Young People
- Health Pathway E Therapy Teams
- Science Food
- Science Laboratory.

Remember that any students booked but not sitting the assessment should be marked as a did not attend (DNA) in the submit marks screen. For guidance on submitting marks, watch our how to submit provider marks for moderation video resource.

Viewing students selected for remote moderation and accessing guidance

Your sampling plan identifying students selected for remote moderation will be generated on Saturday 17 May, provided that all marks for the cohort are submitted by Friday 16 May. You'll then have three working days to upload evidence for all students in the sampling plan. The timely submission of your students' marks is critical to avoid delays in the moderation process. We'll send an automated email to your programme contact and Exams Contact to confirm your sampling plan is ready to view.

Your sampling plan will only generate when all the marks for the cohort are submitted on the Portal, including any DNAs. If marks are submitted late, the sampling plan won't generate until the following day. Please note that late submissions of marks or evidence, without prior agreement with NCFE, may be subject to investigation by our Provider Assurance team.

During the moderation process, please ensure to keep checking for any emails from us, as we may need additional information or responses from you.

For information on how to view your sampling plan list and upload evidence, please visit our <u>summer assessment series webpage</u>. For information on sample sizes, moderating provider-assessed work and how marks are applied, the regression process and how adjustments are made, and results, please visit our <u>moderation</u> webpage.

Top tips and reminders for uploading student evidence

To support you with uploading student evidence, we've added a few tips and reminders below.

Files can no longer be uploaded via Sharepoint folders.

We're no longer able to provide Sharepoint folders as an alternative option to upload files which are too large to be uploaded to the Portal. All student evidence must be shared with us via the Portal.

Please take a look at our <u>guidance for uploading evidence to the Portal</u> as we've included information on how to reduce file sizes if required.

Evidence labelling:

- You must label all evidence clearly, by including the corresponding task number in the document title. For example, labelling a document as 'Task 3' will clarify which evidence corresponds to which task.
- All files and documents must include the student's name and the name of the task(s).



• Student names on evidence submissions must match the names used to register the student with NCFE.

Evidence upload checklist:

You can find the evidence upload checklist for each Occupational Specialism (OS) via the Portal. Please complete the checklist and upload them alongside the student evidence. The checklist includes a reasonable adjustment section where you must confirm if any reasonable adjustments have been applied and submit the JCQ form giving details.

Watch our guidance videos:

- how to access assessment materials
- how to submit provider marks for moderation
- view students selected for moderation and upload evidence.

Core exams: using the yellow label service and what to do with unused papers

Your core exam papers will be sent to you three working days prior to the assessment date. The packet will contain a pre-populated yellow label. If you have timetabled yellow label-eligible exams on three or more days during any week in the summer exam series (May to June), your centre will automatically have daily scheduled collections. Parcelforce Worldwide will contact you before the start of the exam series to arrange a mutually convenient time window to collect your exam scripts. Please do not send back any blank or unused papers to NCFE. Instead, please securely dispose of these. This includes blank white papers if students completed the assessment on a coloured paper.

VTQ timely delivery of results

Thank you to everyone who completed your second term-time checkpoint. We appreciate your support to ensure students receive timely results this summer.

Key dates schedule consultation: we need your feedback

Time is running out to provide your feedback on the content and structure of our 2025-26 and 2026-27 Key Dates Schedule. Read more and share your feedback before Friday 9 May.

Supporting your delivery: resources, training and events Administration support



Stay on track with upcoming tasks and deadlines using our visual timeline, which outlines key dates, submission requirements, and actions. Access it on our <u>moderation</u> <u>webpage</u> under 'Planning your delivery'.

Upcoming events

We have a full schedule of interactive and useful training events taking place over the next few months.

We've highlighted some key ones below and you can find others on our subject-specific webpages (linked at the end of this page). Visit our <u>events webpages</u> for more information.

- Virtual drop-in clinic: supporting new approvals, Friday 23 May at 12pm-1pm:
 this session is designed to address your questions and provide guidance across
 a range of topics. This session is aimed at centres newly approved or seeking
 approval for T Levels in Health, Healthcare Science, Science, and Education and
 Early Years.
- Maximising educational impact with prompting theory and genAl tools,
 Tuesday 1 July at 2pm-3:30pm: discover how to apply prompting theory to
 enhance real-world educational outcomes using cutting-edge generative Al
 tools such as Copilot (Microsoft), Gemini (Google), and ChatGPT. This
 interactive webinar will explore the practicalities and unique strengths of each
 tool, providing actionable strategies for supporting various educational tasks.
 Attendees will gain insights into effective Al integration to optimise teaching
 and learning.
- Effective questioning in mathematics for vocational contexts, Wednesday 2 July at 3pm-4:30pm: incorporating maths into vocational programmes can often pose challenges for educators. This live online training session on effective questioning in maths is designed to empower vocational teachers to enhance student engagement and deepen understanding, fostering critical thinking skills essential for real-world problem-solving. The session provides a focused, interactive opportunity to develop effective questioning strategies tailored to vocational teaching and learning in maths.

Professional Development Week: sign up for the sessions now

Our next Professional Development Week will take place from Monday 30 June – Friday 4 July. This week will feature a range of virtual training sessions, workshops, and 'in conversation with' events, designed to enhance professional skills and provide valuable insights into the field. Our previous Professional Development Weeks have been attended by hundreds of educators, exams colleagues and senior leaders. You'll have the opportunity to join live and recorded, free taster sessions on practical teaching strategies, innovative tools, and methods to engage students. This will be a useful introduction to some of our paid CPD events that will be taking place at a later date, so you can experience the content before signing up to the full session. Find out more and sign up to the sessions now



Updates to qualification materials

Updates to qualification materials for T Levels following our annual review

We've made some changes to our qualification materials following an annual review. Read more.

T Level fees for 2024-25

As we look ahead to the new academic year, we want to let you know in advance about the changes we're making to our T Level Technical Qualification fees for 2025-26, which have been approved by IfATE. Read more here.

June 2025 – newsletter update

Supporting you through the summer assessment series

Please see our <u>summer assessment series webpage</u> for more information on reminders on social media sharing and risk of malpractice, and everything you need to know about the core exams.

Approvals deadline – Friday 27 June

If you'd like to get approved for delivering additional T Levels from September 2025, please remember that the deadline is Friday 27 June. Read our FAQs for more information or join our virtual drop in clinic with our Provider Development team on Wednesday 18 June.

Generation 2 Education and Early Years specification now available

Last week, we contacted our programme contacts and heads of centres at providers delivering Education and Early Years T Level to share details about the Generation 2 development and the new qualification specification. This specification will apply to any students entering their first year of this T Level in September 2025. <u>Visit our</u> webpage to learn more about the changes and read our FAQs.

To support you with the delivery of the Generation 2 specification and assessments, our Provider Development team will provide curriculum consultations, drop-in sessions, CPD events, webinars and bitesize recordings for tutors and assessors. These can be booked through our events webpage or curriculum consultation booking form.



Important update to the qualification specification for Generation 2 Education and Early Years T Level:

When we released the qualification specification for the Generation 2 Education and Early Years T Level, this was issued as a draft while we worked with the Department for Education (DfE) and Skills England on a review of the guided learning hours (GLH) attributed to the placement of the Early Years Educator Occupational Specialism. We've now had confirmation from DfE and Skills England that the policy and service requirements don't permit the inclusion of GLH in the placement hours (outside of the 100 hours that are already included). To ensure that you have clarity on the GLH and total qualification time (TQT) requirements, we've updated our qualification specification. Please ensure you've downloaded the most up to date version of the specification (version 1.1). The qualification will remain within funding band 6. We'll continue to monitor GLH throughout the duration of the qualification lifecycle and work closely with stakeholders as part of this process.

Reminder: updates to qualification materials

We wanted to remind you that we've made some changes to our qualification materials for all of our T Levels, following our annual review. This includes new qualification specifications and sample assessment materials for Digital Business Services, Digital Support Services, Generation 1 Education and Early Years, Health, Healthcare Science and Science. Please ensure you download the new specifications and materials as soon as possible. Read more.

Supporting your delivery: resources, training and events Administration support

Stay on track with upcoming tasks and deadlines using our visual timeline, which outlines key dates, submission requirements, and actions. Access it on our <u>moderation</u> webpage under 'Planning your delivery'.

Upcoming events

We have a full schedule of interactive and useful training events taking place over the next few months. Visit our <u>events webpages</u> for more information.

Sign up for our half day virtual events:

- Embedding assessment into T Level delivery, Wednesday 25 June: in this session, we'll explore how to confidently interpret assessment criteria, plan purposeful formative assessment activities, and align them with curriculum intent. Sign up now.
- T Level lessons learned, Friday 4 July: in this session, we'll review the lessons learned on completion of the two-year programme. <u>Sign up now</u>.

Professional Development Week: sign up for the sessions now

Our next Professional Development Week will take place from Monday 30 June – Friday 4 July. This week will feature a range of virtual training sessions, workshops, and



'in conversation with' events, designed to enhance professional skills and provide valuable insights into the field. Our previous Professional Development Weeks have been attended by hundreds of educators, exams colleagues and senior leaders. You'll have the opportunity to join live and recorded, free taster sessions on practical teaching strategies, innovative tools, and methods to engage students. This will be a useful introduction to some of our paid CPD events that will be taking place at a later date, so you can experience the content before signing up to the full session. Find out more and sign up to the sessions now.

Access teaching materials from Hachette Learning

Visit our <u>Hachette Learning webpage</u> for resources to support your delivery of T Levels in Digital Business Services, Digital Support Services, Education and Early Years, Health, Healthcare Science and Science.

T Level fees for 2024-25

As we look ahead to the new academic year, we want to let you know in advance about the changes we're making to our T Level Technical Qualification fees for 2025-26, which have been approved by the DfE. Read more.

