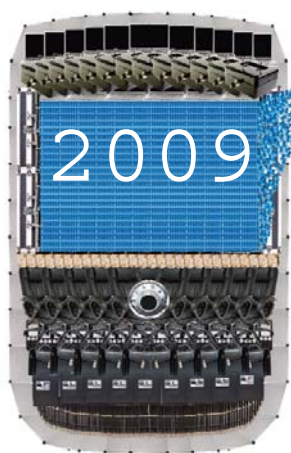


# Diploma Talk

**Edition 1**



2009 heralds a lot of exciting developments in Diplomas. The world of Diplomas is dynamic so we feel a short, snappy newsletter highlighting the major developments and themes to keep abreast of Diploma progress.

To start with, we're introducing you to our schedule of FREE 'Preparing To Teach' meetings. We are also pleased to present the Diploma support team - nine specialists who are active all over the country and ready to help centres and consortia. You'll also get the chance to meet them at our open days and preparing to teach meetings.

We hope you find this newsletter helpful and we welcome queries, requests or suggestions on the project and feedback on this edition. Email: [queries@diplomainfo.org.uk](mailto:queries@diplomainfo.org.uk)



**Mandy Smith**  
Diploma Sales Manager



## Diploma Open Days

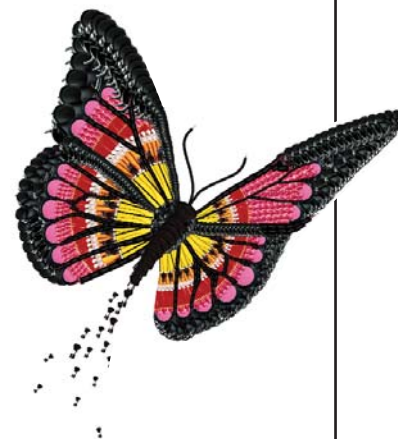
AQA-City & Guilds are hosting FREE regional Diploma Open Days. These events offer an opportunity to get personalised information on Diplomas, to network with other Diploma providers, attend presentations and learn more about Diplomas and assessment and talk to our experts about your specific issues. To register or find out more please visit [www.diplomainfo.org.uk](http://www.diplomainfo.org.uk). We have already run a couple in Wakefield and London and we have more dates at City & Guilds' offices as detailed below:



Date	Location
3 March	St Ives
6 March	Birmingham

**Stop Press: Three more days announced**

31 March	Warrington
29 April	Newcastle
5 May	Taunton





## Meet your Diploma Support Team

The team is based across nine regional offices. They include:

- Diploma support team - primary point of contact
- Subject experts - subject advice for teachers
- Teacher support officers - advice and training to prepare teachers for delivery
- Regional officers - prompt resulting and administration
- Moderators - specialist advice on assessment

For more information, please visit

<http://www.diplomainfo.org.uk/book-diploma-advisor.asp>



Rachael Fell

Rachael has over 14 years experience working with a number of challenging client groups in both Nottinghamshire and across East Yorkshire.

Prior to joining AQA-City & Guilds full-time, Rachael held the 14-19 Strategic Lead post in a large Local Authority in the East Midlands' which involved driving quality across all provision and managing her own team.



Julia Dingle

Starting her career as a school teacher before transferring to further education as a lecturer, Julia has 35 years experience in education focussed on the 14-19 age group.

Recently she has worked with local authorities, training organisations, subject associations and awarding bodies.



Carol Pillinger

With over 35 years of experience in the education sector, Carol has taught and been part of senior management in schools and worked in several large awarding bodies on the quality and advisory issues both in the UK and abroad.

Most recently she has run niche awarding bodies in sectors as diverse as sales and marketing and quarrying and mining.



Sheila Barraclough

Sheila has been working in Education for over 20 years. She has been a senior External Verifier covering over 50 centres as well as a Head of Department in colleges.

On joining City & Guilds, she worked in the Quality Improvement Department, concentrating on developing policies and procedures in line with QCA requirements.



Carola Eason

With over 25 years experience working in education, Carola has recently has spent most of her time working with 14-19 partnerships preparing for the Diploma Gateway process and supporting managers and practitioners on areas such as information, advice and guidance, employer engagement and collaborative practices.



Sally Butler

Sally has worked in education for over 15 years. More recently she has worked for the Learning and Skills Council as a Further Education and Schools Liaison Manager.

For the past two years she has worked as a freelance educational consultant, specialising in the management of vocational education and employer engagement.



Michael Bridgman

Mike has worked in the field of education for the past 29 years in many different sectors and in a wide variety of posts

In addition to his work with AQA-City & Guilds he is a consultant specialising in teaching/learning, quality improvement processes and curriculum development



Kirsten Train

Kirsten previously worked within the National Events Team at City & Guilds for 3 years on projects ranging from the QTLS to the QCF.

Before moving to the United Kingdom she worked in account management roles within the South African music industry.



Lisa Rockett

Lisa has worked for City & Guilds for over 8 years in the Regional Quality team, contributing to the quality management of the Region/Nation by managing the external verification process.

She has also worked with City & Guilds Regional/National offices to train and induct new staff into UK Sale.



## Preparing To Teach the new Diplomas

As part of AQA-City & Guilds ongoing programme of support for teachers, we are offering FREE 'Preparing to Teach' meetings for the new Diplomas for first teaching in September 2009. These sessions will explore the specification and its Principal Learning elements in some depth, and at each level, highlighting areas where teachers have told us that they would welcome more support and guidance.

These are full day sessions (10.15 -15.45) suitable for teachers who will be part of the teaching teams.

These meetings will provide:

- Help and advice on the Principal Learning applied delivery at all three levels, including course planning and organisation
- Advice on how to prepare for external exams
- Help and support with assignment building
- Advice on tracking systems
- Advice on internal and external moderation
- An opportunity to ask questions of an AQA-City & Guilds Senior Examiner and to network with other teachers of the Diplomas

### Business, Administration and Finance Dates

Thursday	26 March	London
Friday	27 March	Notts/Derby
Wednesday	1 April	Warrington
Thursday	2 April	Leeds
Friday	3 April	Cambridge
Tuesday	21 April	Newcastle Upon Tyne
Thursday	23 April	York
Wednesday	29 April	Taunton
Thursday	30 April	Plymouth
Friday	1 May	Birmingham/Bournville

### Hair and Beauty Studies Dates

Thursday	5 March	Warrington
Monday	9 March	London
Thursday	12 March	Birmingham
Wednesday	22 April	Plymouth
Thursday	23 April	Bristol
Monday	27 April	Newcastle Upon Tyne
Thursday	30 April	Wakefield
Friday	1 May	London

### Hospitality Dates

Monday	23 March	London
Tuesday	24 March	Alfreton
Thursday	26 March	Taunton
Tuesday	31 March	Newcastle
Thursday	2 April	Leeds
Wednesday	22 April	Huntingdon
Thursday	23 April	Birmingham
Friday	24 April	Warrington

### IT Dates

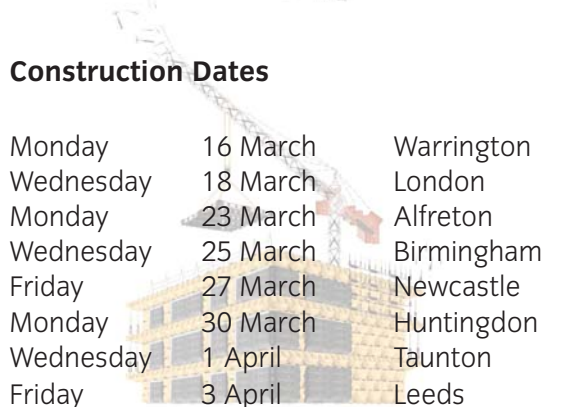
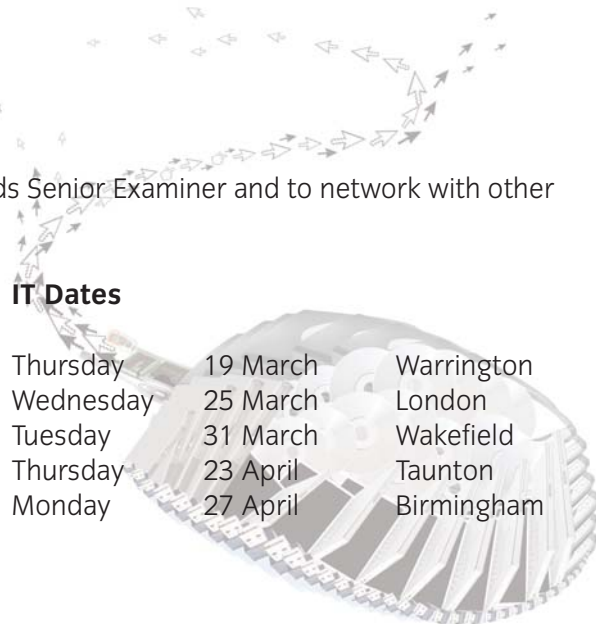
Thursday	19 March	Warrington
Wednesday	25 March	London
Tuesday	31 March	Wakefield
Thursday	23 April	Taunton
Monday	27 April	Birmingham

### Engineering Dates

Monday	16 March	Birmingham
Thursday	19 March	London
Tuesday	24 March	Taunton
Wednesday	25 March	Leeds
Monday	30 March	Newcastle
Wednesday	1 April	Southampton
Thursday	2 April	Warrington

### Construction Dates

Monday	16 March	Warrington
Wednesday	18 March	London
Monday	23 March	Alfreton
Wednesday	25 March	Birmingham
Friday	27 March	Newcastle
Monday	30 March	Huntingdon
Wednesday	1 April	Taunton
Friday	3 April	Leeds



For more information, and how to book, please visit [www.diplomainfo.org.uk](http://www.diplomainfo.org.uk)



## Behind The Scenes - Emily Hamblin

I am a Development Manager in the Diploma team. My work involves the production of units to incorporate various elements of learning and to meet standards set by Ofqual, QCA and the Diploma Development Partnerships (DDPs).

Much of my time is spent consolidating the work of consultants who have expertise in specific industry areas and writing qualifications for these industries; editing; quality checking; and responding to feedback to finalise qualifications for submission.

The team is currently developing the third phase of Diplomas – these are due to be taught from 2010. I am responsible for managing the Diploma in Retail Business.



### Diploma Materials

The hard copies of the next Diploma Principal Learning specifications in Business, Administration and Finance, Environmental and Land-based Studies, Hair and Beauty Studies and Hospitality will be available from the end of February. These are available on our website, but if you would like to order a copy, please contact Jason Thorley at [jason.thorley@cityandguilds.com](mailto:jason.thorley@cityandguilds.com).

### Student Handbook

The brand new Student Handbook for the AQA-City & Guilds Level 2 Diploma in Creative and Media is now available for tutors to purchase on the Walled Garden. The handbook takes students through the Diploma unit by unit, clearly explaining what they need to do with a fun, modern and engaging approach that provides inspiration along the way.

It can be ordered via the Walled Garden [www.walled-garden.com](http://www.walled-garden.com) (under Media/Diploma Constituent Qualifications). If you are not a Walled Garden user, you can email the Learning Materials team at [learningmaterials@cityandguilds.com](mailto:learningmaterials@cityandguilds.com) or call us on 020 7294 4113 to place an order.

### Sample Assessment Materials (SAMS)

New SAMS for the 1st Lines of Learning have been added to the website and can all be found here: [www.diplomainfo.org.uk/315.asp](http://www.diplomainfo.org.uk/315.asp) SAMS are regularly being added to the website so keep an eye out.

### Education Watch

For anyone who is unaware, Education Watch is a termly newsletter issued by AQA-City & Guilds for teachers, FE college lecturers and other education specialists.

The winter edition is now available and for anyone who has not yet received a copy and would like one, please email:

[jason.thorley@cityandguilds.com](mailto:jason.thorley@cityandguilds.com).

Alternatively, this can be downloaded from our website.



"Some 2008 Consortia, unhappy with their current Diploma Awarding Body, are making the change to AQA-City&Guilds for 2009. This is possible and with the support from the designated Diploma Advisor and one of the Moderation team the transition can be made smoothly and as seamless as possible.

The specialist support team can visit your Consortia and deliver a bespoke session to meet your needs. In the case of a change over to AQA-City & Guilds, curriculum planning and assessment methods are a priority."

Rachael Fell, Diploma Advisor

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