

SAMPLE ASSESSMENT MATERIAL

UNIT 3 - PARTNERSHIP WORKING IN PRACTICE IN THE SECTORS COVERED BY THE SOCIETY, HEALTH AND DEVELOPMENT SECTORS



Unit 3 Partnership working in practice in the sectors covered by the Society, Health and Development sectors

Level 3

Sample assessment material - information for teachers

This assignment is provided as an example only. Consortia should produce their own assessments in line with the assessment section of the unit, based on their local delivery circumstances.

This example is written as if the Lead Assessor of the Consortia has prepared the assessment for the Teacher to deliver.

Overview

The purpose of this assessment is for learners to be able to show that they can form collaborative relationships with others by setting up a partnership.

This will involve learners holding meetings with representatives from across the sectors, discussing roles to be carried out in the partnership, agreeing aims and objectives of the partnership and reviewing their own and others contribution.

As part of the Every Child Matters agenda, Sam Wilkinson, the Director of Children's Services for Southwood Council has asked Level 3 Society, Health and Development learners to work with representatives from the NHS, Youth Offending Teams, local secondary schools staff and Social Services to develop a plan of action to raise awareness of the increase in drug misuse by children and young people in the local community. Mr Wilkinson is keen that the young peoples' voices are heard on this issue and would like the learners to submit the partnership's plan for how they will work together to explore the issue.

There is no requirement for assessment purposes for the partnership to put the plan into action.

Evidence

Learners must produce:

- a log of the roles and responsibilities undertaken in the partnership
- the partnership's plan
- an individual written report reviewing their own contribution
- a witness statement authenticating each learner's contribution.

Time

Learners will have 15 hours to complete the assessment. You should advise them to allow approximately the following amount of time for each task:

Task 1 – Creating the partnership

- Making contact with local service providers' representatives = approximately 1 hour
- holding meetings = up to 5 hours
- producing the presentation of the partnership's plan for how they will work together to address the issue = approximately 3 hours
- presentation of the plan to the council (including time for setting up) = up to 1 hour

Task 2 - Writing the report on the partnership and own contribution = up to 5 hours

You will need to ensure that the tasks set for this assignment are achievable within the time allowed and that learners have all the information they need to complete the assignment.

Resources

Learners will need to contact the following representatives from the sectors to arrange meetings. You will need to brief the representatives in advance to ensure they are clear on what their role is:

- Darren Woods from the Drug and Alcohol Service for Southwood
- Carl Brown from Southwood Children's Social Services
- Rosie Evans from the Southwood PCT (Primary Care Team)
- Mrs Williams, a learning mentor at Southwood Comprehensive
- local children and young people.

Learners will also need to be able to talk to users of the service to gain their views on the issue. In this case, this will be local children and young people. For the purpose of this assessment, other learners may participate to give their views on the issue. You will need to brief them clearly on when they need to be available and what their role will be.

Sector representatives should be advised to bring with them appropriate information on the issue of drug misuse by children and young people in the community, and relevant details of what their organisation or service is doing already to raise awareness of the issue.

Collaboration

Learners must be allocated to teams and allocate roles within their teams to address the brief.

Collaborative working is appropriate for making contact with the sector representatives and when developing the plan and producing the presentation within the partnership.

Learners may also work collaboratively when gathering information for the review of the partnership working. This includes having a group discussion to review their own contribution and the contribution of others. You must ensure that each individual learner uses information from the group discussion to produce their **own** written report of the review which includes a reflection on their own contribution and the feedback they received or gave to others.

Supervision

Learners must work under supervision when producing logs and records of team roles, when producing their plans within the Partnership, when presenting their plans to the council and when writing up their individual reports about theirs and others' contribution to the partnership.

The actual review of their own and others contribution may require learners to discuss feedback as a group and have one to one feedback. These activities must be undertaken under supervision and learners must write up their own reports.

Learners may contact the sector representatives to organise meetings with them outside the classroom provided that you ensure an appropriate adult is able to supervise. Partnership meetings may also take place off site provided that either you or another appropriate adult is identified and is able to accompany learners. This person must complete a witness statement with all the relevant information you require to make a judgement about each learner's individual contribution to the task.

Marking

The marking grid may be found in the assessment section of the unit. Guidance for how to apply the marking grid can be found in section 4.1 of the specification.

Level 3 Unit 3: Partnership working in practice in the sectors covered by Society, Health and Development

Sample assessment material – information for learners

Assignment overview



In this assessment you will be required to use your skills to form collaborative relationships with others by setting up a partnership with representatives from local service providers for a local issue.

You will be required to:

- create an active partnership with the local representatives and staff from your school to develop a plan for a local issue
- present your plan for how your partnership has worked together to representatives from the local council
- write a report about the partnership which must include a review of your own contribution and that of others.

Sam Wilkinson, who is the Director from Children's Services for Southwood Council, will be coming into your class to outline the issue and set you the brief.

Time

You will have 15 hours to complete the assessment. You should allow approximately the following amount of time for each task:

Task 1 – Creating the partnership

- Making contact with local service providers' representatives = approximately 1 hour
- holding meetings = up to 5 hours
- producing the presentation of the partnership's plan = approximately 3 hours
- presentation of the plan to the council (including time for setting up) = up to 1 hour (your presentation will last no more than 10 minutes)

Task 2 - Writing the report on the partnership and own contribution = up to 5 hours

Resources

The following representatives will be available for you to work with:

- Darren Woods from the Drug and Alcohol Service for Southwood
- Carl Brown from Southwood Children's Social Services
- Rosie Evans from the Southwood PCT (Primary Care Team)

- Mrs Williams, a learning mentor at Southwood Comprehensive
- local children and young people.

You will be provided with contact details for these people. Remember, they are busy people so you may not always be able to get hold of them.

Collaboration

You will need to work with others to set up the partnership, to agree the plan for your partnership and to deliver the presentation of the plan.

You may discuss your contribution and the contribution of others with the members of your partnership and seek other people. You use this information to write up your own report.

Assignment brief

As discussed with you today, I am asking for your help.

The Government aims to continue to reduce the level of substance misuse by young people through local delivery of education, prevention, treatment and enforcement programmes as set out in the new ten-year Drug strategy.

Southwood Council is committed to supporting this strategy.

I'm sure many of you are aware we have a growing problem with drugs in our community. The Council and I are keen that as young people in our community, your voice is heard on this issue.

We would like you to work with representatives from the Southwood Primary Care Trust, Southwood Drug and Alcohol Services, Southwood Children's Social Services and your school or college's staff, to develop a plan of action that we can use.

They will provide some information to you about what is being done already and the arrangements they have for partnership working within and across their organisations and services.

We want to raise awareness of the dangers of drug misuse to children and young people and their families. It would really good if you could work as a partnership and produce a presentation to tell us how your partnership will work together to produce the plan.

I would also like a written report from each of you to tell me how your partnership worked together, the benefit it brought and how you personally contributed.

The council representatives would like to review your presentations in 4 weeks time.

I look forward to seeing your plans and report.

Thanks again for your help on this important issue.

Best Wishes,
Sam Wilkinson

You will need to complete the following tasks:

Task 1: Create an active partnership with the service providers

This must include:

- allocating and agreeing roles and responsibilities within the partnership
- making contact with the sector representatives as listed to arrange meetings. You must have at least one face to face meeting with the sector representatives. It is up to you how you organise the rest of the time and how you wish to share information within the partnership.
- consulting with children and young people about their views on drug misuse
- producing a presentation of the partnership's plan for how you will work together

- presenting the plan to the representatives of the local council. This will be done with your colleagues in the partnership but the sector representatives will not take part in the presentation.

Your presentation should last no longer than 10 minutes.

Task 2: Write a report on how the partnership worked together.

This must include:

- a description of the role and key features of their partnership
- a description of the statutory and non-statutory arrangements which currently exist for the representatives of the sectors whom you worked with
- the benefits of working in the partnership to address the issue
- an evaluation of how barriers were managed
- an explanation of how you shared information within the partnership
- an explanation of how the children and young people were involved in the partnership
- a review of how they collaborated with others to set up and run the partnership
- a reflection on their personal contribution to the partnership.

Your report should be no more than 4 sides long, this may be handwritten or word processed. You may include relevant pictures/photographs of you working in partnership if you wish.