

# OCN LONDON

## QUALIFICATION GUIDE

Level 1 Award and Certificate in  
Skills for Vocational Studies



# OCN London Qualification Guide

OCNLR Level 1 Award in Skills for Vocational Studies  
Qualification No: 601/8937/X

OCNLR Level 1 Certificate in Skills for Vocational Studies  
Qualification No: 601/8933/2

OCN London aims to support learning and widening opportunities by recognising achievement through credit-based courses and qualifications, promoting high standards of excellence and inclusiveness.

We are proud of our long-term role and unique history in providing innovative learning solutions for a wide range of learners and particularly those who have not previously benefitted from education.

At the heart of what OCN London offers is:

- a commitment to inclusive credit-based learning;
- the creative use of credit with responsive, demand-led qualification development;
- high quality service and support;
- respect for and encouragement of diversity – in learners and learning approaches, partners and settings;
- the development of people, capacity and resources that will ensure effective business partnerships.

### To navigate within this Qualification Guide

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## General Information

This qualification guide contains details of everything you need to know about the [OCNLR Level 1 Qualifications in Skills for Vocational Studies](#). It makes reference to the curriculum areas covered, identifies the learners for whom the qualifications have been developed and specifies the rules of combination for achievement of the qualifications. The guide also covers important aspects of assessment and moderation that are particular to the qualifications. The guide should be used by all involved in the delivery and assessment of the qualifications.

The Curriculum and Relationship Development Manager (CRDM) for your centre will provide support and advice on how to seek approval to offer these qualifications. Please contact the main switchboard for the name of your CRDM if you do not already know it. If you are not yet an OCN London Approved Centre but wish to use these qualifications, please contact the administrative team at OCN London for details of the Centre Approval application process.

## Qualification Overview

The **OCNLR Level 1 Award and Certificate in Skills for Vocational Studies** have been developed to provide a flexible approach to study, combining units from across several vocational areas alongside learning skills and ‘green’ units.

The **OCNLR Level 1 Award in Skills for Vocational Studies** can act as a ‘taster’ qualification. It contains the same range of units as the **Certificate** and is a ‘bite-sized’ qualification for those learners who may have not decided on a specific vocational area or are not yet ready to commit to a larger qualification.

Both qualifications are suitable for use in a range of learning situations and lend themselves to the development of individualised learning programmes.

The **OCNLR Level 1 Certificate in Skills for Vocational Studies** qualification has been designed to fit with the requirements of the Department for Education’s (DfE) 16 – 19 Study Programme initiative as the substantial core qualification element for learners who are not yet at a Level 2 standard. This means that the size of the qualification allows for the other required elements of mathematics, English, work experience and enrichment activities to be taken simultaneously. For further information about 16 – 19 Study Programmes, please see the DfE publication by clicking [here](#).

The **OCNLR Level 1 Qualifications in Skills for Vocational Studies** are regulated by Ofqual, the qualifications regulator for England, and are registered on the Regulated Qualifications Framework (RQF).

### Qualification details

The **OCNLR Level 1 Qualifications in Skills for Vocational Studies** are available at Level 1 and Entry Level 3.

#### Level 1 Award in Skills for Vocational Studies

- Qualification Number: 601/8937/X
- Qualification credit value: 9
- Operational start date: 1 June 2016
- Review date: 31 May 2026
- Guided Learning Hours (GLH): 81
- Total Qualification Time (TQT): 90 hours
- Assessment requirements: internally assessed, internally and externally moderated.

## Level 1 Certificate in Skills for Vocational Studies

- Qualification Number: 601/8933/2
- Qualification credit value: 32
- Operational start date: 1 June 2016
- Review date: 31 May 2026
- Guided Learning Hours (GLH): 283 hours
- Total Qualification Time (TQT): 320
- Assessment requirements: internally assessed, internally and externally moderated.

## Purpose of the qualifications

The **OCNLR Level 1 Award in Skills for Vocational Studies** acts as a ‘taster’ qualification for learners wishing to explore vocational study alongside essential learning skills. The size of the qualification makes it ideal for learners who may not have decided on a specific area or are not yet ready to commit to a larger qualification.

The **OCNLR Level 1 Certificate in Skills for Vocational Studies** has been designed to provide learners with the skills and knowledge required to progress to vocational study, in any sector. It offers an opportunity to develop essential learning skills along with vocational units from one or more sectors. This enables learners to develop a firm foundation for successful progression to Level 2 vocational qualifications.

## Who the qualifications are for

The **OCNLR Level 1 Qualifications in Skills for Vocational Studies** are for learners aged 14+ who wish to progress to vocational study.

Learners may be:

- on a full-time or part-time study programme;
- wishing to progress to higher level vocational qualifications;
- currently employed and would like to update or refresh their skills;
- currently not in employment and looking to improve their future career prospects.

## Entry guidance

There are no specific entry requirements for this qualification; however, centres must assess the suitability of units for younger learners before delivery.

The minimum age to access this qualification is 14 years.

## Additional information

Resources and support materials have been developed for a number of units within these qualifications. These are available on request. For further information please contact your Curriculum and Relationship Development Manager.



### **Progression and related qualifications**

On completion of the [OCNLR Level 1 Qualifications in Skills for Vocational Studies](#) learners will have the required skills and knowledge in learning and vocational areas to progress to the [OCNLR Level 2 Qualifications in Skills for Professions](#), in a vocational area of their choice, or any other vocational qualification at Level 2.

The qualifications form the first step in a clear progression route through to vocational learning or higher education.

Alternatively, learners may progress to employment in entry level roles.

## Structure of the Qualifications

### Rules of combination for achievement

The **OCNLR Level 1 Qualifications in Skills for Vocational Studies** comprise three groups of optional units; Group 1 consists of learning skills units, Group 2 consists of vocational units and Group 3 consists of 'green' units.

To achieve the **OCNLR Level 1 Award in Skills for Vocational Studies** learners must achieve 9 credits:

- a minimum of 3 credits must be taken from Group 1 (learning skills units);
- a minimum of 3 credits must be taken from Group 2 (vocational units);
- the remaining 3 credits may be taken from Groups 1, 2 or 3.

To achieve the **OCNLR Level 1 Certificate in Skills for Vocational Studies** learners must achieve 32 credits:

- a minimum of 11 credits must be taken from Group 1 (learning skills units);
- a minimum of 12 credits must be taken from Group 2 (vocational units);
- the remaining 9 credits may be taken from Groups 1, 2 or 3.

*It should be noted that some units appear in more than one group, for example, green units may also be in the vocational group of units for 'The Environment and Conservation'. Where this is the case, the learner may only undertake the unit once.*

## Qualification units

Ofqual Unit Reference Number	OCNLR Unit Code	Unit Title	Level	Credit Value	GLH
<b>Group 1: Learning Skills Units</b>					
<a href="#">M/508/0687</a>	HB1/1/LQ/063	Action Planning for own Development	1	2	16
<a href="#">A/508/5181</a>	HD4/1/LQ/028	Action Planning to Improve Performance in Mathematics	1	1	9
<a href="#">F/616/8251</a>	CN0/1/LQ/007	Collaborative Working Using Digital Technology	1	3	27
<a href="#">K/508/1935</a>	CR1/1/LQ/001	Creating and Publishing Web Pages	1	3	27
<a href="#">A/508/0689</a>	HB1/1/LQ/064	Critical Thinking	1	3	24
<a href="#">L/616/8253</a>	CN0/1/LQ/009	Digital Content Creation – Audio and Video	1	4	36
<a href="#">R/616/8254</a>	CN0/1/LQ/010	Digital Content Creation – Text and Image	1	3	27
<a href="#">M/508/0690</a>	HC7/1/LQ/005	Essay Writing	1	3	21
<a href="#">A/505/9129</a>	HC4/1/LQ/036	Following Instructions	1	1	9
<a href="#">H/616/8257</a>	CN0/1/LQ/013	Improving Personal Productivity	1	3	27
<a href="#">A/615/6776</a>	CN0/1/LQ/003	Internet Safety for IT Users	1	3	20
<a href="#">K/616/8258</a>	CN0/1/LQ/014	Introduction to Programming	1	3	27
<a href="#">H/508/0637</a>	HC7/1/LQ/013	Introduction to Study Skills	1	3	27
<a href="#">T/508/0691</a>	HC7/1/LQ/006	Note Taking	1	3	24
<a href="#">A/508/0692</a>	HC7/1/LQ/007	Organisational Skills	1	3	27
<a href="#">R/508/1542</a>	HC7/1/LQ/008	Planning and Carrying Out Research	1	2	20
<a href="#">M/508/0639</a>	HC7/1/LQ/009	Presentation Skills	1	2	18
<a href="#">J/508/0694</a>	HC7/1/LQ/010	Problem Solving Skills	1	3	24
<a href="#">L/508/0695</a>	HD3/1/LQ/025	Punctuation and Grammar	1	2	16
<a href="#">R/508/0696</a>	HD3/1/LQ/026	Reading	1	3	30
<a href="#">Y/508/0697</a>	HB1/1/LQ/065	Resilience Skills	1	1	9
<a href="#">D/508/0698</a>	HC7/1/LQ/011	Revision and Exam Skills	1	3	24
<a href="#">H/508/0699</a>	HD2/1/LQ/001	Speaking and Listening Skills	1	3	27
<a href="#">L/508/0700</a>	HD3/1/LQ/028	Spelling	1	3	24
<a href="#">T/508/0710</a>	CP3/1/LQ/002	Spreadsheets	1	3	24
<a href="#">F/508/0709</a>	HC7/1/LQ/012	Teamwork Skills	1	3	27
<a href="#">K/508/0638</a>	HC7/1/LQ/014	Time Management Skills	1	2	18
<a href="#">F/508/0712</a>	CP0/1/LQ/003	Word Processing	1	3	24
<a href="#">J/508/0713</a>	HD3/1/LQ/027	Writing	1	3	30

*For unit content please click the Ofqual Unit Reference Number*

Group 2: Vocational Units					
Animal Care					
D/508/1169	SH7/1/LQ/001	Assist with Feeding and Watering Horses	1	2	18
D/508/1172	SH6/1/LQ/001	Assist with the Movement and Handling of Animals	1	1	9
F/508/1178	SH6/1/LQ/002	Care of Animals	1	2	18
J/508/1182	SH6/1/LQ/003	Developing Confidence Working with Animals	1	3	27
L/508/1183	SH2/1/LQ/001	Farm Animal Health	1	4	40
R/508/1184	SP2/1/LQ/001	Feedstuffs for Small Animals	1	2	18
Y/508/1185	SP2/1/LQ/002	Fish and the Aquatic Environment	1	5	45
F/508/1200	SJ6/1/LQ/001	Fishing and the Environment	1	3	27
L/508/1202	SH7/1/LQ/003	Grooming and Washing Horses	1	3	27
Y/508/1204	SH7/1/LQ/002	Maintain the Health of Horses	1	6	54
T/508/1212	SH2/1/LQ/002	Preparing, Cleaning and Maintaining Animal Accommodation	1	3	27
F/508/1214	SH2/1/LQ/003	Principles of Preparing and Maintaining Livestock Accommodation	1	3	27
L/508/1216	SH2/1/LQ/004	Principles of Preparing for and Monitoring Livestock Outdoors	1	3	27
M/618/4011	SP2/1/LQ/003	Providing Food and Water to Animals	1	3	27
D/508/1219	SJ6/1/LQ/002	The Fish Farm	1	3	27
Applied Science and Technology					
R/508/1573	PA9/1/LQ/011	Causes of Disease and Maintaining Health	1	3	27
D/508/1575	RD1/1/LQ/001	Chemistry Concepts and Techniques	1	3	27
K/508/1577	RC5/1/LQ/001	Electronics in Action	1	3	27
M/508/1578	RA1/1/LQ/001	Forensic Detection	1	3	27
K/508/1580	RA1/1/LQ/002	Health and Safety in a Science Laboratory	1	3	27
T/508/1582	RH3/1/LQ/001	Living Systems	1	3	27
J/508/1585	RA1/1/LQ/003	Making Useful Scientific Devices	1	3	27
L/508/1586	RA1/1/LQ/004	Mathematical Tools in Science and Technology	1	3	27
Y/508/1588	RC1/1/LQ/001	Physics and the Universe	1	4	36
D/508/1589	RA1/1/LQ/005	Science in the World	1	3	27
R/508/1590	RA1/1/LQ/006	Science or Technology Project	1	4	30

D/508/1592	RC1/1/LQ/002	The Nature and Applications of Energy, Waves and Radiation	1	3	27
K/508/1594	RH3/1/LQ/002	Understanding Biology	1	2	18
M/508/1595	RA1/1/LQ/007	Working in Science and Technology	1	3	27
<b>Business Administration, Finance and Law</b>					
M/508/1791	AA3/1/LQ/004	Business Finance	1	3	27
F/508/1794	AK1/1/LQ/001	Business Numeracy	1	1	8
L/508/1796	AY5/1/LQ/001	Creating Business Documents	1	3	27
Y/508/1798	BA3/1/LQ/007	Customer Care	1	2	18
J/508/1800	AA4/1/LQ/008	Data Handling for Business	1	3	28
L/508/1801	PL5/1/LQ/003	Health and Safety in a Business Environment	1	2	10
H/615/6772	EC1/1/LQ/001	Introduction to Contract Law	1	3	30
K/615/6773	EC1/1/LQ/002	Introduction to Criminal Law	1	3	30
M/615/6774	EC1/1/LQ/003	Introduction to Employment Law	1	4	40
T/615/6775	EC1/1/LQ/004	Introduction to the English Legal System	1	4	40
R/508/1802	BA1/1/LQ/001	Marketing	1	3	27
Y/508/1803	AY6/1/LQ/002	Office Administrator Skills	1	2	18
D/508/1804	AA3/1/LQ/005	Principles of Business Administration	1	3	25
T/508/1842	AA3/1/LQ/006	Professional Behaviour in the Workplace	1	3	27
K/508/1806	AK8/1/LQ/001	Single Entry Bookkeeping	1	3	27
M/508/1807	AF7/1/LQ/001	Solve Business Problems	1	2	16
T/508/1808	AF6/1/LQ/003	Supporting Business Meetings	1	3	25
F/650/2032	AA3/1/LQ/007	Supporting Sustainability in an Office Environment	1	2	18
D/505/1671	AE4/1/LQ/001	Understanding Business and Enterprise	1	3	28
F/616/7441	BA1/1/LQ/006	Understanding How to Promote a Product or Service	1	2	18
F/616/7438	BA1/1/LQ/005	Understanding the Uses of Social Media for Business	1	2	18
M/508/1810	AY8/1/LQ/004	Using Office Equipment in a Business Environment	1	2	13
F/508/1813	AF5/1/LQ/001	Work with Other People in a Business Environment	1	2	19

L/508/1815	AA3/1/LQ/003	Working in Business and Administration	1	3	25
<b>Catering, Hospitality and Tourism</b>					
<b>- Catering</b>					
M/616/8066	NA1/1/LQ/005	Awareness of Allergens and Intolerants in Food	1	1	10
F/616/8069	NA1/1/LQ/008	Baking Bread, Pastry, Cakes and Biscuits	1	3	30
K/505/4072	HJ1/1/LQ/005	Basic Food Preparation and Cooking	1	3	30
A/616/8071	NA1/1/LQ/009	Cooking with Meat	1	2	20
R/616/8075	NA1/1/LQ/010	Developing Barista Skills	1	3	30
T/616/7436	BA1/1/LQ/004	Generating and Presenting a Business Idea	1	3	25
Y/616/8076	NA1/1/LQ/011	Health and Safety for Catering, Hospitality and Tourism	1	3	30
M/615/5642	NA1/2/LQ/009	Healthier Food and Special Diets	2	1	7
A/502/5059	HF1/1/LQ/011	Introduction to Food Commodities	1	1	10
D/616/8077	NA1/1/LQ/012	Maintain, Handle and Clean Knives in Catering	1	2	20
K/616/8079	NA1/1/LQ/013	Maintaining Food Safety when Storing, Preparing and Cooking Food	1	3	30
D/616/8080	NA1/1/LQ/014	Menu Planning	1	2	20
K/616/8082	NA1/1/LQ/015	Prepare and Cook Fish and Shellfish	1	3	30
L/615/5650	NA1/2/LQ/012	Prepare and Cook Food to Meet the Requirements of Allergy Sufferers	2	2	14
M/616/8083	NA1/1/LQ/016	Prepare and Present Food for Cold Presentation	1	3	30
F/616/8086	NA1/1/LQ/017	Prepare Meals to Meet Relevant Nutritional Standards Set for School Meals	1	3	30
H/615/5654	NA1/2/LQ/014	Principles of Completing Kitchen Documentation	2	1	7
L/616/8088	NA1/1/LQ/018	Produce Healthy Dishes	1	3	24
J/616/8090	NA1/1/LQ/019	Provide a Counter and Takeaway Service	1	3	30
H/616/8095	NA1/1/LQ/023	Sustainability in Professional Kitchens	1	2	20
T/616/8098	NA1/1/LQ/025	Understanding the Catering and Hospitality Industry	1	2	20
T/502/5075	NF1/1/LQ/001	Using Kitchen Equipment	1	1	10

- Hospitality					
<a href="#">A/616/8068</a>	NA1/1/LQ/007	Awareness of Housekeeping in Hospitality	1	2	20
<a href="#">T/616/8070</a>	BA1/1/LQ/007	Contribute to Planning an Event	1	3	30
<a href="#">M/616/7435</a>	BA1/1/LQ/003	Contribute to Running an Event	1	3	30
<a href="#">J/502/4898</a>	NF4/1/LQ/001	Customer Service in the Hospitality Industry	1	3	20
<a href="#">K/615/5641</a>	NA1/2/LQ/008	Handling Cash Payments	2	2	20
<a href="#">M/502/4894</a>	NA1/1/LQ/001	Introduction to the Hospitality Industry	1	2	20
<a href="#">L/615/6071</a>	NK1/2/LQ/006	Meet the Requirements of Customers with Specific Needs in the Hospitality and Tourism Industry	2	1	10
<a href="#">L/615/5647</a>	NA1/1/LQ/002	Portering and Concierge Duties	1	2	20
<a href="#">L/616/8091</a>	NA1/1/LQ/024	Safe, Hygienic and Secure Working Environments in Hospitality	1	2	16
<a href="#">R/616/8092</a>	NA1/1/LQ/020	Serve and Assist Customers at a Buffet and Carvery	1	2	20
<a href="#">Y/616/8093</a>	NA1/1/LQ/021	Service of Alcoholic and Non-Alcoholic Drinks	1	1	10
<a href="#">D/616/8094</a>	NA1/1/LQ/022	Service of Food and Drinks at Table	1	3	30
<a href="#">A/615/5675</a>	NA1/1/LQ/003	Sustainability in Hospitality	1	2	20
<a href="#">M/616/8097</a>	ND3/1/LQ/001	Understand Reception, Billing and Cashier Procedures for Front Office Staff	1	3	30
- Tourism					
<a href="#">T/616/8067</a>	NA1/1/LQ/006	Awareness of Hotel Reservation Systems	1	3	30
<a href="#">F/616/8072</a>	FB1/1/LQ/015	Cultural Awareness	1	1	10
<a href="#">K/616/8096</a>	NK1/1/LQ/001	UK Tourism Destinations	1	3	30
<a href="#">A/616/8099</a>	NK1/1/LQ/002	Understanding the Travel and Tourism Industry	1	2	20
<a href="#">K/615/6076</a>	NK1/2/LQ/011	Visitor Attractions	2	3	24

Construction and Engineering					
– Construction					
<a href="#">F/505/4322</a>	TG2/1/LQ/008	Basic Blocklaying	1	4	40
<a href="#">T/505/4219</a>	TH2/1/LQ/001	Basic Electrical Practices	1	3	27
<a href="#">M/505/0606</a>	TG2/1/LQ/005	Blocklaying Principles	1	3	30
<a href="#">T/505/0607</a>	TG2/1/LQ/006	Bricklaying Principles	1	3	30
<a href="#">T/504/9621</a>	TG2/1/LQ/007	Bricklaying Skills	1	2	16
<a href="#">A/505/1354</a>	TG7/1/LQ/002	Carpentry Hand Skills	1	3	30
<a href="#">L/505/9555</a>	TG8/1/LQ/015	Carrying out Dry Lining Operations	1	4	40
<a href="#">R/505/9556</a>	TG8/1/LQ/016	Carrying out Painting and Decorating Operations	1	4	40
<a href="#">R/505/1358</a>	TG7/1/LQ/006	Construct a Timber Product	1	3	30
<a href="#">L/504/9625</a>	TG2/1/LQ/009	Constructing a Cavity Wall Using Bricklaying Skills	1	3	27
<a href="#">Y/504/9627</a>	TG2/1/LQ/010	Constructing a Half Brick Wall Using Bricklaying Skills	1	3	27
<a href="#">H/504/9629</a>	TG2/1/LQ/011	Constructing a One Brick Wide Wall Using Bricklaying Skills	1	3	27
<a href="#">Y/505/9557</a>	TG4/1/LQ/004	Developing Flooring Skills	1	3	30
<a href="#">A/505/9552</a>	TG7/1/LQ/007	Developing Hand Plane Skills	1	3	30
<a href="#">F/505/9553</a>	TG2/1/LQ/014	Developing Rendering Skills	1	4	32
<a href="#">M/504/9634</a>	TH3/1/LQ/002	Drilling and Fixing Components in Plumbing	1	2	18
<a href="#">L/505/1360</a>	TE1/1/LQ/003	Environmental Awareness in Construction	1	2	20
<a href="#">H/505/8878</a>	TG7/1/LQ/008	First and Second Fix Carpentry Skills	1	4	35
<a href="#">A/505/2245</a>	TG1/1/LQ/009	Fitting Units for Interiors	1	1	10
<a href="#">H/505/0540</a>	TG1/1/LQ/008	Fix and Fit Work Surfaces	1	1	10
<a href="#">T/505/0171</a>	TG1/1/LQ/004	Fix Construction Components	1	3	27
<a href="#">J/504/9364</a>	PL5/1/LQ/002	Health and Safety in a Practical Environment	1	1	9
<a href="#">H/505/9545</a>	TH3/1/LQ/005	Installing Rainwater Systems	1	3	27
<a href="#">M/504/9892</a>	TE1/1/LQ/001	Introduction to Building and Construction	1	1	9
<a href="#">K/505/9529</a>	TG8/1/LQ/014	Introduction to Skimming Techniques	1	3	27



<a href="#">T/505/4334</a>	TG7/1/LQ/003	Know How to Maintain and Use Carpentry and Joinery Hand Tools	1	3	27
<a href="#">J/505/9554</a>	TG4/1/LQ/002	Lay Paving Slabs	1	2	20
<a href="#">J/504/9641</a>	TH3/1/LQ/003	Maintenance of Plumbing Systems	1	2	18
<a href="#">L/504/9642</a>	TH3/1/LQ/004	Measuring and Marking Out of Plumbing Materials	1	2	18
<a href="#">M/505/9550</a>	TG2/1/LQ/013	Mix Mortar or Concrete	1	2	15
<a href="#">R/504/9643</a>	TG8/1/LQ/007	Plastering Techniques	1	3	27
<a href="#">D/501/4894</a>	TG4/1/LQ/003	Practical Skills for Footpath and Surfacing Work	1	5	40
<a href="#">A/505/4335</a>	TG7/1/LQ/004	Prepare and Use Carpentry and Joinery Portable Power Tools	1	3	30
<a href="#">Y/504/9644</a>	TG8/1/LQ/008	Preparing Ceilings and Walls for Decoration	1	3	27
<a href="#">M/505/0170</a>	TG1/1/LQ/005	Prepare to Set Out Construction Components	1	3	27
<a href="#">A/505/0737</a>	TG7/1/LQ/005	Produce Basic Woodworking Joints	1	4	40
<a href="#">J/505/2040</a>	QA1/1/LQ/001	Project in Sustainability	1	3	30
<a href="#">M/505/9547</a>	TG1/1/LQ/007	Retrofit Installation Systems	1	3	27
<a href="#">A/505/4397</a>	TE1/1/LQ/002	Starting Work in Construction	1	3	27
<a href="#">M/505/0167</a>	TH1/1/LQ/001	Understand How to Introduce Energy Efficient Measures to Potential Customers	1	1	8
<a href="#">H/503/3169</a>	TE5/1/LQ/001	Understanding and Using 2D Shapes	1	1	9
<a href="#">D/505/4229</a>	TG1/1/LQ/006	Understanding the Use of Power Tools	1	1	9
<a href="#">D/504/9645</a>	TG2/1/LQ/012	Use of Tools and Equipment for Bricklaying	1	3	27
<a href="#">F/505/4398</a>	TG8/1/LQ/009	Using Decorative Paint Effects for Interior Walls	1	3	27
<a href="#">H/504/9646</a>	TG4/1/LQ/001	Using Floor and Wall Tiling Techniques	1	3	27
<a href="#">K/504/9647</a>	TG8/1/LQ/010	Using Painting Skills for Interior Ceilings and Walls	1	3	27
<a href="#">M/504/9648</a>	TG8/1/LQ/011	Using Plastering Skills - Floating Coat to an Attached Pier	1	3	27

<a href="#">T/504/9649</a>	TG8/1/LQ/012	Using Plastering Skills - Plastering to a Window Reveal	1	3	27
<a href="#">A/505/1600</a>	TG8/1/LQ/013	Wallpapering Skills	1	3	30
<b>- Engineering</b>					
<a href="#">M/508/5016</a>	XA1/1/LQ/015	Carrying Out an Engineering Project	1	4	36
<a href="#">A/508/5021</a>	XA1/1/LQ/014	Developing Skills in Assembling Mechanical Components	1	3	30
<a href="#">Y/508/5026</a>	XA1/1/LQ/013	Developing Skills in Electronic Assembly	1	3	30
<a href="#">K/508/5032</a>	XA1/1/LQ/012	Developing Skills in Joining Materials Using Welding	1	3	30
<a href="#">J/508/5037</a>	XA1/1/LQ/011	Developing Skills in Making Engineering Components Using Hand Tools	1	4	40
<a href="#">J/508/5040</a>	XA1/1/LQ/010	Developing Skills in Planning and Making a Machined Product	1	6	60
<a href="#">R/508/5042</a>	XA1/1/LQ/009	Developing Skills in Routine Servicing of an Electrical/Electronic System	1	3	30
<a href="#">H/508/5045</a>	XA1/1/LQ/008	Developing Skills in Routine Servicing of Mechanical Equipment	1	3	30
<a href="#">M/508/5047</a>	XA1/1/LQ/007	Developing Skills In Using A Bench/Pedestal Drilling Machine	1	4	40
<a href="#">A/508/5049</a>	XA1/1/LQ/006	Developing Skills in Wiring Electrical Circuits and Components	1	3	30
<a href="#">M/508/5050</a>	XA1/1/LQ/005	Introduction to Basic Mathematics and Science Used in Engineering	1	5	40
<a href="#">F/508/5053</a>	XA1/1/LQ/004	Introduction to Engineering Tools, Equipment and Materials	1	4	30
<a href="#">J/508/5054</a>	XA1/1/LQ/003	Introduction to Machining Engineering Materials	1	5	40
<a href="#">F/618/3672</a>	XQ1/1/LQ/001	Introduction to Marine Engineering	1	2	18
<a href="#">J/618/3673</a>	XQ1/1/LQ/002	Introduction to Maritime Procedures and Practices	1	2	18
<a href="#">L/508/5055</a>	XA1/1/LQ/002	Starting Work in Engineering	1	4	40

Y/508/5057	XA1/1/LQ/001	Working Safely in Engineering	1	3	30
<b>Creative and Digital Industries</b>					
R/508/1931	JA2/1/LQ/003	Art Project	1	3	23
Y/508/1932	JA2/1/LQ/005	Colour Theory and Design	1	3	26
D/508/1933	JF1/1/LQ/005	Craft Design Project	1	3	27
H/508/1934	JF1/1/LQ/003	Craft Workshop Practice	1	3	27
K/508/1935	CR1/1/LQ/001	Creating and Publishing Web Pages	1	3	27
M/508/1936	KA2/1/LQ/001	Creating Articles for the Media	1	3	27
A/508/1938	JF1/1/LQ/004	Creative Craft	1	3	27
F/508/1939	KB2/1/LQ/002	Creative Media Production Skills	1	4	32
T/508/1940	KC3/1/LQ/001	Creative Writing	1	2	18
T/508/1937	LF1/1/LQ/004	Develop Performance Skills	1	4	30
A/508/1941	KJ3/1/LQ/002	Developing Animation	1	3	27
F/508/1942	KB2/1/LQ/003	Developing Multimedia Products	1	4	40
J/508/1943	CQ6/1/LQ/004	Digital 3D Modelling for Creative Media Industries	1	6	42
L/508/1944	CQ5/1/LQ/006	Digital Graphics Editing	1	4	30
R/508/1945	CQ5/1/LQ/007	Digital Image Manipulation	1	3	30
Y/508/1946	KJ1/1/LQ/002	Digital Photography	1	3	24
D/508/1947	KJ2/1/LQ/002	Digital Video	1	3	27
H/508/1948	LC7/1/LQ/001	Directing and Devising Drama	1	4	35
K/508/1949	LF1/1/LQ/001	Discovering Music	1	3	27
D/508/1950	LK4/1/LQ/003	DJ Skills	1	3	30
H/508/1951	LC4/1/LQ/012	Drama and Theatre Workshop	1	4	35
K/508/1952	LC1/1/LQ/007	Explore Acting Skills	1	3	27
M/508/1953	JF1/1/LQ/006	Explore Craft Ideas	1	2	20
T/508/1954	KA1/1/LQ/001	Exploring a Career in the Creative Sector	1	3	27
A/508/1955	CS0/1/LQ/001	Game Engine Technologies for Creative Media Industries	1	6	42
L/508/1975	KH5/1/LQ/001	Images and Design in Newspapers and Magazines	1	3	27
M/508/1998	JA2/1/LQ/004	Imaging Software	1	3	20
J/508/1957	JA2/1/LQ/002	Introduction to Colour	1	1	9
L/508/1958	LF1/1/LQ/003	Introduction to Composing Music	1	6	54
R/508/1959	JB3/1/LQ/001	Introduction to Creating Sculpture	1	3	27

J/508/1960	JC6/1/LQ/001	Introduction to Designing and Producing Textiles	1	3	27
L/508/1961	KJ1/1/LQ/003	Introduction to Digital Photograph Processing	1	2	20
R/508/1962	KJ2/1/LQ/001	Introduction to Film Making	1	3	27
Y/508/1963	JA3/1/LQ/001	Introduction to Fine Art Painting	1	3	27
F/508/1956	JA2/1/LQ/006	Introduction to Graphic Design	1	3	24
D/508/1964	KJ3/1/LQ/003	Introduction to Interactive Media Products	1	3	27
H/508/1965	LB5/1/LQ/001	Introduction to Planning and Leading a Dance Activity	1	2	18
K/508/1966	KJ3/1/LQ/001	Introduction to Radio Production and Interviewing	1	3	27
M/508/1967	LE2/1/LQ/001	Introduction to Set Design and Construction	1	3	27
T/508/1968	LH3/1/LQ/001	Introduction to Song Writing Skills	1	3	24
A/508/1969	LF4/1/LQ/003	Introduction to the Theory of Music	1	6	54
M/508/1970	JA2/1/LQ/001	Introduction to Urban, Street or Graffiti Art Practice	1	3	27
R/508/1802	BA1/1/LQ/001	Marketing	1	3	27
T/508/1971	LC4/1/LQ/011	Taking Part in a Rehearsal Process	1	3	27
A/508/1972	LF1/1/LQ/005	Technical Skills for Performance	1	3	27
F/508/1973	KD1/1/LQ/001	Understanding Journalistic Writing	1	4	36
J/508/1974	KA1/1/LQ/002	Understanding the Purpose of Advertising	1	1	9
T/508/1999	KB2/1/LQ/001	Using Social Media	1	1	10
Y/508/2000	LF1/1/LQ/002	Using the Internet as a Medium for Music	1	3	27
<b>Early Years</b>					
Y/508/0876	PT1/1/LQ/031	Craft Activities with Children	1	3	27
H/504/8514	HJ2/1/LQ/001	Developing Skills for Listening to Children	1	3	27
D/508/0877	PT1/1/LQ/015	Encourage Children and Young People to Eat Healthily	1	2	16
H/508/0878	PT1/1/LQ/016	Growth and Development of Young Children	1	2	18

J/508/0890	PT1/1/LQ/017	Healthy Eating for Children	1	2	16
Y/508/0893	PT1/1/LQ/018	Human Growth and Development	1	2	18
L/508/1457	PT1/1/LQ/019	Musical Activities for Children	1	2	18
R/508/1623	PT1/1/LQ/020	Physical Activities for Children	1	3	27
R/508/1461	PT1/1/LQ/021	Practical Health and Safety when with Young Children	1	3	27
A/508/1437	PT1/1/LQ/022	Respecting and Valuing Children	1	2	18
R/508/1458	PT1/1/LQ/023	Science Activities for Children	1	3	27
M/508/1452	PT1/1/LQ/024	Sharing Learning Experiences with Children	1	4	36
F/508/1455	PT1/1/LQ/025	Support Children's Learning through Sensory Play Activities	1	3	27
Y/508/1459	PT1/1/LQ/026	Technology Activities with Children	1	2	18
L/508/1460	PT1/1/LQ/027	The Intellectual and Language Development of Children	1	3	27
R/508/1444	PT1/1/LQ/028	Treating Children as Individuals	1	2	18
J/508/1456	PT1/1/LQ/029	Understanding Play	1	3	27
K/508/1451	PT1/1/LQ/030	Understanding Safeguarding in Early Years Settings	1	2	18
<b>Hair and Beauty</b>					
L/508/1698	HL1/1/LQ/001	Basic Make-Up Application	1	3	30
A/508/1700	HL7/1/LQ/013	Colour Hair Using Temporary Colour	1	3	27
J/508/1702	HL7/1/LQ/014	Create a Hair and Beauty Image	1	3	30
Y/508/1705	HL4/1/LQ/001	Hand Care	1	3	27
K/508/1708	HK4/1/LQ/001	Head Massage	1	4	30
K/508/1711	HL6/1/LQ/002	Health and Safety in the Salon	1	3	27
T/508/1713	HL1/1/LQ/002	Introduction to the Hair and Beauty Sector	1	3	25
F/508/1715	HL1/1/LQ/003	Introduction to Working in a Hair and Beauty Salon	1	3	27
L/508/1717	HL1/1/LQ/004	Nail Art Application	1	3	25
L/508/1720	HL1/1/LQ/005	Plaiting and Twisting Hair	1	3	30

Y/508/1722	HL1/1/LQ/006	Presenting a Professional Image in the Salon	1	3	25
M/508/1726	HL1/1/LQ/007	Providing Basic Manicure Treatments	1	3	30
F/508/1729	HL1/1/LQ/008	Providing Basic Pedicure Treatments	1	3	30
F/508/1732	HL6/1/LQ/003	Salon Reception Duties	1	3	22
R/508/1735	HL7/1/LQ/015	Shampoo and Conditioning	1	3	27
D/508/1737	HL1/1/LQ/009	Skin Care	1	3	27
D/508/1740	HL7/1/LQ/016	Styling Men's Hair	1	3	30
H/508/1741	HL7/1/LQ/017	Styling Women's Hair	1	3	30
T/508/1744	HL1/1/LQ/010	Themed Face Painting	1	3	30
R/508/1749	HL1/1/LQ/011	Working with Others in the Hair and Beauty Salon	1	2	19
<b>Health and Social Care</b>					
A/508/1311	PA1/1/LQ/010	Awareness of Protection and Safeguarding in Health and Social Care	1	3	24
J/508/1313	PA1/1/LQ/011	Dementia Awareness	1	3	30
H/508/1321	PA1/1/LQ/012	Equality and Inclusion in Health and Social Care	1	3	27
Y/508/1414	PA1/1/LQ/013	Introduction to Autistic Spectrum Condition	1	3	30
D/508/1415	PA1/1/LQ/014	Introduction to Communication in Health and Social Care	1	2	19
H/508/1416	PA1/1/LQ/015	Introduction to Health and Social Care	1	1	9
K/508/1417	PA1/1/LQ/016	Introduction to Mental Health	1	3	30
M/508/1418	PA1/1/LQ/017	Introduction to Physical Disability	1	3	30
T/508/1419	PA1/1/LQ/018	Introduction to Sensory Loss	1	3	30
K/508/1420	PA1/1/LQ/019	Job Opportunities in Health and Social Care	1	4	30
M/508/1421	PA1/1/LQ/020	Medication Awareness in Health and Social Care	1	1	9
F/508/1424	PA1/1/LQ/021	Person-Centred Support in Health and Social Care	1	2	18
A/508/1423	PA1/1/LQ/022	Planning a Healthy Diet	1	3	30
J/508/1425	PA1/1/LQ/023	Stress and Stress Management Techniques	1	3	27
R/508/1427	PA1/1/LQ/024	The Importance of Healthy Eating and Drinking	1	3	27
Y/508/1428	PA1/1/LQ/025	Understand Principles and Values in Health and Social Care	1	3	26

<b>Horticulture</b>					
<a href="#">A/504/9233</a>	SE2/1/LQ/009	Cultivating Compost and Soils	1	3	27
<a href="#">R/506/1016</a>	SE2/1/LQ/010	Cultivating Herbs	1	3	27
<a href="#">J/504/9316</a>	SE7/1/LQ/004	Floristry Techniques	1	3	27
<a href="#">D/504/9273</a>	SE2/1/LQ/011	Garden Horticulture Skills	1	3	27
<a href="#">D/506/0418</a>	SE2/1/LQ/013	Organic Horticulture	1	3	27
<a href="#">F/504/9301</a>	SE2/1/LQ/012	Pest, Disease and Weed Control	1	3	27
<a href="#">A/504/9247</a>	SE7/1/LQ/003	Practical Floristry Skills	1	3	27
<a href="#">J/601/2633</a>	SE2/1/LQ/008	Preparing soil for sowing and planting	1	1	9
<a href="#">H/505/8797</a>	SE2/1/LQ/015	Sowing and Growing Techniques	1	3	27
<a href="#">F/618/4014</a>	SE2/1/LQ/016	Understanding how to Select Plants	1	1	9
<a href="#">D/505/8605</a>	SE2/1/LQ/014	Understanding Plant Pruning	1	1	9
<b>Public Services</b>					
<a href="#">D/508/1222</a>	QH5/1/LQ/001	Assisting the Public	1	3	24
<a href="#">Y/508/1221</a>	QH5/1/LQ/002	Career Planning for the Public Services	1	3	27
<a href="#">M/616/6950</a>	QH1/1/LQ/001	Carrying out Security Searches	1	4	40
<a href="#">M/508/1225</a>	QH5/1/LQ/003	Citizenship, the Individual and Society	1	6	48
<a href="#">A/508/1230</a>	QH5/1/LQ/004	Community and Cultural Awareness	1	6	48
<a href="#">K/615/6773</a>	EC1/1/LQ/002	Introduction to Criminal Law	1	3	30
<a href="#">L/508/1233</a>	QH5/1/LQ/005	Introduction to Security Work in the Public Services	1	4	35
<a href="#">T/615/6775</a>	EC1/1/LQ/004	Introduction to the English Legal System	1	4	40
<a href="#">F/508/1570</a>	QH5/1/LQ/006	Personal Skills for the Public Services	1	4	40
<a href="#">J/508/1246</a>	QH5/1/LQ/007	Practical Teamwork in the Public Services	1	4	38
<a href="#">L/508/1250</a>	QH5/1/LQ/008	Public Service Incidents	1	3	24
<a href="#">R/508/1251</a>	QH5/1/LQ/012	Public Service Project	1	3	30
<a href="#">Y/508/1252</a>	QH5/1/LQ/009	Understanding Crime and its Effects	1	3	18
<a href="#">A/508/1258</a>	QH5/1/LQ/010	Volunteering in the Public Services	1	6	30
<a href="#">F/508/1259</a>	QH5/1/LQ/011	Working in Public Services	1	3	27



Sport					
<a href="#">A/508/1261</a>	MA1/1/LQ/010	Assisting a Leader of Sports or Active Leisure Activities to Plan and Deliver an Activity	1	4	36
<a href="#">F/508/1262</a>	MA1/1/LQ/011	Assisting at Sports or Leisure Events	1	3	27
<a href="#">R/508/1265</a>	MA1/1/LQ/012	Health and Nutrition	1	3	27
<a href="#">H/508/1268</a>	MA1/1/LQ/013	How the Body Works	1	2	18
<a href="#">D/508/1270</a>	MA1/1/LQ/014	Job Opportunities in Sport and Active Leisure	1	4	30
<a href="#">H/508/1271</a>	MA1/1/LQ/015	Planning own Fitness Programme	1	2	18
<a href="#">M/508/1273</a>	MA1/1/LQ/016	Sport and Active Leisure Project	1	4	30
<a href="#">F/508/1276</a>	MA1/1/LQ/017	Sports Coaching	1	4	35
<a href="#">R/508/1279</a>	MA1/1/LQ/018	Taking Part in Exercise	1	3	27
<a href="#">M/508/1287</a>	MA1/1/LQ/019	Taking Part in Sport	1	3	27
<a href="#">M/508/1290</a>	MA1/1/LQ/020	Working in Sport and Active Leisure	1	3	30
The Environment and Conservation					
<a href="#">K/618/3374</a>	TG1/1/LQ/011	Constructing a Dry Stone Wall	1	5	45
<a href="#">R/618/3370</a>	QA2/1/LQ/003	Environmental Issues	1	3	27
<a href="#">M/618/3375</a>	QA4/1/LQ/001	Establishing and maintaining hedgerows	1	5	45
<a href="#">Y/618/3418</a>	QA4/1/LQ/002	Establishing and Maintaining Pond and Wetland Areas	1	4	36
<a href="#">D/618/3419</a>	QA2/1/LQ/005	Establishing and Maintaining Woodland Areas	1	5	45
<a href="#">A/618/3377</a>	QA1/1/LQ/003	Ethical and Political Issues Relating to Land-Based Activities	1	2	18
<a href="#">T/618/3376</a>	QA1/1/LQ/002	Exploring Careers in the Green Industries	1	1	9
<a href="#">F/618/3378</a>	QA1/1/LQ/004	Global Warming and Climate Change	1	2	18
<a href="#">K/618/3407</a>	PL5/1/LQ/004	Health and safety in an outdoor environment	1	2	18
<a href="#">A/618/3363</a>	SA2/1/LQ/002	Introduction to Bushcraft	1	3	27
<a href="#">R/618/3367</a>	QA2/1/LQ/001	Introduction to Sustainability	1	1	9
<a href="#">T/618/3362</a>	SA2/1/LQ/001	Maintaining Footpaths	1	4	40
<a href="#">D/618/3369</a>	QA2/1/LQ/002	Recycling and Managing Waste	1	2	18
<a href="#">J/618/3365</a>	SA2/1/LQ/003	Understand Access and Safety Issues in the Outdoor Environment	1	2	18
<a href="#">Y/505/6576</a>	QA3/1/LQ/004	Understanding Ecology and Conservation	1	3	27



<a href="#">F/618/3400</a>	QA2/1/LQ/004	Woodland products and crafts	1	2	18
<b>Group 3: Green Units</b>					
<a href="#">R/618/3370</a>	QA2/1/LQ/003	Environmental Issues	1	3	27
<a href="#">A/618/3377</a>	QA1/1/LQ/003	Ethical and Political Issues Relating to Land-Based Activities	1	2	18
<a href="#">T/618/3376</a>	QA1/1/LQ/002	Exploring Careers in the Green Industries	1	1	9
<a href="#">F/618/3378</a>	QA1/1/LQ/004	Global Warming and Climate Change	1	2	18
<a href="#">R/618/3367</a>	QA2/1/LQ/001	Introduction to Sustainability	1	1	9
<a href="#">T/650/1987</a>	QA1/1/LQ/005	Investigate an Environmental Issue	1	3	27
<a href="#">J/505/2040</a>	QA1/1/LQ/001	Project in Sustainability	1	3	30
<a href="#">F/650/2032</a>	AA3/1/LQ/007	Supporting Sustainability in an Office Environment	1	2	18
<a href="#">T/650/2010</a>	QA1/1/LQ/006	Sustainability Issues in Industry	1	2	18

*For unit content please click the Ofqual Unit Reference Number*

## Barred combinations

**The following units cannot be taken together**

Unit Title	Ofqual Unit Reference Number		Unit Title	Ofqual Unit Reference Number
Digital Content Creation – Text and Image	<a href="#">R/616/8254</a>	May not be taken with	Word Processing	<a href="#">F/508/0712</a>

*It should be noted that some units appear in more than one group, for example, green units may also be in the vocational group of units for ‘The Environment and Conservation’. Where this is the case, the learner may only undertake the unit once.*

## Assessment and Moderation

### Assessment process

The assessment process for these qualifications is as follows:

- the learners are assessed through activities that are internally set by tutor/assessors;
- the activities must be designed to enable learners to meet the assessment criteria of the unit;
- learners' portfolios of assessed evidence must be internally moderated at the centre;
- the portfolios of assessed evidence will be externally moderated by an OCN London External Moderator.

There is no additional external assessment for these qualifications.

### Devising assessments

Each unit has a supplementary page with suggestions for the types of assessment activities that can be used to assess learners against the unit. Tutor/assessors should refer to this page before devising assessment tasks.

OCN London assessment guidance relevant to the units in the qualifications is in the [OCNLR Assessment Guidance and Ofqual Level Descriptors](#) section of this qualification guide. The guidance includes a general description of the activity and the type of evidence that is appropriate. The activity or activities set must enable the learners to meet the standards detailed in the assessment criteria. Please contact OCN London for further guidance on devising appropriate assessments.

Centre-devised assessments should be scrutinised by the Internal Moderator before use to ensure that they are fit for purpose. Centre-devised assessments will be scrutinised by the External Moderator to ensure reliability and validity of assessment.

### Marking assessment activities

Each activity must be marked against the identified assessment criteria in the unit and judged to be either achieved or not achieved.

Tutor/assessors need to ensure that the work in a learner's portfolio is:

- authentic – it is the result of the learner's own performance or activity;
- sufficient – enabling the assessor to make a consistent and reliable judgement;
- adequate – appropriate to the level.

Where a series of activities are set, learners must demonstrate the achievement of the required standard identified in the assessment criteria in all activities. All the assessment criteria in a unit must be met before the unit is deemed achieved.

The unit achievement is not graded. Units are either achieved or not achieved.

## Standardisation

Standardisation is a process that promotes consistency in the understanding and application of standards in relation to assessment. It:

- compares assessment judgements from different tutor/assessors;
- promotes consistent judgements by different tutor/assessors;
- identifies good practice in assessment;
- promotes the sharing of good practice in assessment between centre staff.

Standardisation events should be held periodically within centres to ensure consistent and effective assessment practice. Standardisation events may also be held by OCN London and it is a requirement that each centre offering units from the qualifications must contribute assessment materials and learners' evidence for standardisation, if requested.

OCN London will notify centres of the required sample for standardisation purposes and assessment materials, learners' evidence and tutor/assessor feedback may be collected by External Moderators.

## Learners with particular requirements

If learners have particular requirements, the centre should refer to the [Access to Fair Assessment Policy and Procedure](#) which gives clear guidance on the reasonable adjustments and arrangements that can be made to take account of disability or learning difficulty, without compromising the achievement of the assessment criteria.

## Requirements for tutor/assessors

### To be sufficiently competent

In addition to being qualified to make assessment decisions, each tutor/assessor must be capable of carrying out the full requirements within the competency of the units they are assessing. This competence should be maintained annually through clearly demonstrable continuing learning and professional development.

Expert witnesses can be used where they have suitable expertise for specialist areas. The use of expert witnesses should be determined and agreed by the tutor/assessor.

### To be sufficiently knowledgeable

Each tutor/assessor should possess relevant knowledge and understanding of the subject and so be able to make robust and reliable assessment decisions in relation to the subject.

## OCNLR Assessment Guidance and Ofqual Level Descriptors

For OCN London's Assessment Guidance and Ofqual's Level Descriptors relevant to these qualifications, please click on the link(s) below.

[Level 1 Assessment Guidance and Ofqual's Level Descriptors](#)

[Level 2 Assessment Guidance and Ofqual's Level Descriptors](#)

## About OCN London

OCN London is a well-established national awarding organisation with over 25 years' experience in accrediting learning. We are a not-for-profit organisation with charitable status, dedicated to widening participation in learning and training, social inclusion and employability. We are also a market leader in the recognition of achievement through credit-based units and qualifications. Based in London, we work with centres both across the UK and abroad, offering national qualifications and accredited programmes.

Our mission is to provide opportunities for people from across society to benefit from learning, particularly those who have not previously benefitted from education.

### Why work with us?

- We are agile and responsive. This means you will get a personal service with direct access to a named contact and a quick turnaround.
- We pride ourselves on our close relationships with centres. The people we work with see us as a trusted partner, not just a supplier.
- We want to help you secure the best from your learners and employees.
- We have a reputation for high quality. The OCN London brand carries national recognition and kudos.
- We are flexible and recognise the importance of accommodating the needs of different learners and different learning styles.
- We offer exceptional value for money. Just ask the people we work with.
- We are committed to the belief that learning can change lives.

OCN London is regulated by Ofqual and the Quality Assurance Agency for Higher Education.

If you would like to deliver any of these qualifications, please contact our Curriculum Development Team on **020 7689 5867**.

For further information call **020 7278 5511**. E: [enquiries@ocnlondon.org.uk](mailto:enquiries@ocnlondon.org.uk)

Or visit our website: [www.ocnlondon.org.uk](http://www.ocnlondon.org.uk)



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