Qualification Guide

OCNLR Level 2 Qualifications in Skills for Professions in Horticulture, Environmental and Animal Care

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OCN London Qualification Guide

OCNLR Level 2 Award in Skills for Professions in Horticulture, Environmental and Animal Care
Qualification No: 603/3864/7

OCNLR Level 2 Certificate in Skills for Professions in Horticulture, Environmental and Animal Care
Qualification No: 603/3865/9

OCNLR Level 2 Diploma in Skills for Professions in Horticulture, Environmental and Animal Care
Qualification No: 603/3850/7

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

To locate a section in this electronic guide, click on the heading in the table of contents, on page 4. To return to the contents page, click again on any major heading within the document. Users can of course also scroll through pages in the usual way.

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General Information

This qualification guide contains details of everything you need to know about the **OCNLR Level 2 Qualifications in Skills for Professions in Horticulture, Environmental and Animal Care.** It makes reference to the curriculum areas covered and identifies the learners for whom the qualification has been developed. The guide also covers important aspects of assessment and moderation that are particular to the qualification. The guide should be used by all involved in the delivery and assessment of the qualification. The Account Manager for your Centre will provide support and advice on how to seek approval to offer the qualification.

If you are not yet an OCN London Approved Centre but wish to use these qualifications, then please contact us on **enquiries@ocnlondon.org.uk** for details of the Centre Approval application process.

Qualification Overview

The **OCNLR Level 2 Qualifications in Skills for Professions in Horticulture, Environmental and Animal Care** have been developed to provide a flexible approach to study using a range of subject-specific vocational units within horticulture, environmental and animal care, combined with units in learning skills and employability, and 'green' units. These qualifications are suitable for use in a range of learning situations and lend themselves to the development of individualised learning programmes.

The vocational units fall into four themes: i) horticulture, which can be contextualised, but is not restricted, to encompass an organic approach; ii) environmental conservation; iii) 'green care', which adopts a holistic approach to the relationship between outdoor environments and human health and wellbeing; and iv) animal care. The qualifications are a useful introduction to learners exploring outdoor careers in these areas.

The qualifications are available in three sizes: Award, Certificate and Diploma.

The Award is a qualification for learners wishing to explore vocational study in horticulture, environmental and animal care. The size of the qualification makes it ideal for learners who are not yet ready to commit to a larger qualification.

The Certificate and Diploma are more substantial qualifications which provide learners with the opportunity to study vocational areas and develop skills that may enhance their learning and employability, consolidating and extending their learning in preparation for further vocational learning, an Apprenticeship or employment.

The **OCNLR Level 2 Diploma in Skills for Professions in Horticulture, Environmental and Animal Care** can be delivered as part of a Study programme. 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 click here.

The **OCNLR Level 2 Qualifications in Skills for Professions in Horticulture, Environmental and Animal Care** are regulated by Ofqual, the qualifications regulator for England, and are registered on the Regulated Qualifications Framework (RQF). It is not a licence to practise.

Qualification details

This Qualification is available at this level only.

Level 2 Award

- Qualification Number: 603/3864/7
- Qualification credit value: 6
- Operational start date: 1st December 2018
- Review date: 30 November 2029
- Total Qualification Time (TQT): 60
- Guided Learning Hours (GLH): 48
- Assessment requirements: internally assessed, internally and externally moderated.

Level 2 Certificate

- Qualification Number: 603/3865/9
- Qualification credit value: 16
- Operational start date: 1st December 2018
- Review date: 30 November 2029
- Total Qualification Time (TQT): 160
- Guided Learning Hours (GLH): 122
- Assessment requirements: internally assessed, internally and externally moderated

Level 2 Diploma

- Qualification Number: 603/3850/7
- Qualification credit value: 37
- Operational start date: 1st December 2018
- Review date: 30 November 2029
- Total Qualification Time (TQT): 370
- Guided Learning Hours (GLH): 287
- Assessment requirements: internally assessed, internally and externally moderated

Purpose of the qualifications

The purpose of the **OCNLR Level 2 Qualifications in Skills for Professions in Horticulture, Environmental and Animal Care** is to provide learners with the skills and knowledge required to enable progress to further study in horticulture, environmental and animal care and ultimately to work in these or other related areas, such as green care.

Who the qualifications are for

The **OCNLR Level 2 Qualifications in Skills for Professions in Horticulture, Environmental and Animal Care** are suitable for learners who:

- want to work in an outdoor environment, in horticulture, environmental and animal care, and are looking to update and/or add to their vocational skills and knowledge;

- want to progress to higher level vocational study in horticulture, environmental and animal care;
- need to develop their employability and/or learning skills alongside their vocational skills.

Entry guidance

There are no specific requirements for the qualifications. The qualifications are suitable for learners of 14 and above. However, centres must determine the suitability of units when delivering the qualification to learners aged pre-16, particularly in relation to health and safety requirements.

Progression and related qualifications

These qualifications provide continuing professional development for learners to progress to Level 3 vocational qualifications related to horticulture, environmental and animal care or enter employment in these sectors.

Structure of the qualifications

Rules of combination for achievement

The **OCNLR Level 2 Award in Skills for Professions in Horticulture, Environmental and Animal Care qualification** comprises mandatory and optional units. Learners must achieve 6 credits in total.

- 2 credits must be taken from the mandatory units
- 4 credits from Optional Group 2 – Learning and Employability units, or Optional Group 3 – 'Green' units, with a maximum of 4 credits from Groups 2 and 3.

The **OCNLR Level 2 Certificate in Skills for Professions in Horticulture, Environmental and Animal Care qualification** comprises mandatory and optional units. Learners must achieve 16 credits in total.

- 2 credits must be taken from the mandatory units
- 14 credits from Optional Group 1 – Vocational units, Optional Group 2 – Learning and Employability units, or Optional Group 3 – 'Green' units, with a maximum of 4 credits from Optional Groups 2 and 3.

The **OCNLR Level 2 Diploma in Skills for Professions in Horticulture, Environmental and Animal Care qualification** comprises mandatory and optional units. Learners must achieve 37 credits in
total.

- 2 credits must be taken from the mandatory units
- 35 credits from Optional Group 1 – Vocational units, Optional Group 2 – Learning and Employability units, or Optional Group 3 – 'Green' units, with a maximum of 8 credits from Optional Groups 2 and 3.

Qualification units

Ofqual Unit Reference Number	OCNLR Unit Code	Unit Title	Level	Credit Value	GLH
Mandatory					
T/617/3544	SA2/2/LQ/007	Health and Safety in an Outdoor Environment	2	2	16
Optional Group 1 – Vocational Units – Overarching Unit					
A/617/3528	SA1/2/LQ/001	Ethical and Political Issues Relating to Land-Based Activities	2	2	16
Optional Group 1 – Vocational Units - Horticulture					
J/601/7671	SE2/2/LQ/005	Care and Pruning of Plants	2	3	23

A/617/3495	SA2/2/LQ/001	Cultivating Compost and Soils	2	3	24
F/504/9315	SE7/2/LQ/004	Floristry Techniques	2	3	24
H/504/9274	SE2/2/LQ/006	Garden Horticulture Skills	2	3	24
F/617/3496	SA2/2/LQ/002	Growing Plants for Food	2	4	32
F/617/3529	SA1/2/LQ/002	Introduction to Land-Based Machinery	2	3	24
R/617/3499	SA2/2/LQ/005	Organic Horticulture	2	3	24
J/617/3497	SA2/2/LQ/003	Pest, Disease and Weed Control	2	2	16
M/505/8740	SE7/2/LQ/003	Practical Floristry Skills	2	3	24
L/617/3498	SA2/2/LQ/004	Preparing Soil for Sowing and Planting	2	2	16
A/505/5453	SE2/2/LQ/007	Understand how to Cultivate Herbs	2	3	24
L/505/3304	SE2/2/LQ/008	Understanding How to Grow Fruit and Vegetables	2	3	24
Y/505/3306	SE2/2/LQ/009	Understanding How to Select Plants	2	3	24
Optional Group 1 – Vocational Units – Environmental Conservation					
F/617/3546	SA2/2/LQ/009	Access and Security Issues in the Outdoor Environment	2	3	24
A/617/3531	SA1/2/LQ/004	Constructing a Dry Stone Wall	2	5	40
H/617/3555	SA2/2/LQ/005	Constructing and Maintaining a Footpath	2	5	40
T/617/3530	SA1/2/LQ/003	Establishing and Maintaining Hedgerows	2	5	40
F/617/3532	SA1/2/LQ/005	Establishing and Maintaining Pond and Wetland Areas	2	5	40
K/617/3489	SG5/2/LQ/001	Introduction to Bushcraft	2	3	24
A/617/3500	QA2/2/LQ/001	Introduction to Environmental Conservation	2	4	32
D/617/3490	SG5/2/LQ/002	Introduction to Permaculture	2	3	24
M/617/3493	SG4/2/LQ/001	Skills for Establishing and Maintaining Woodland Areas	2	5	40
F/617/3501	QA2/2/LQ/002	Woodland Products and Crafts	2	3	24
Optional Group 1 – Vocational Units – Green Care					
L/601/9471	PT1/2/LQ/028	Contribute to Supporting Group Care Activities	2	2	23

J/617/3533	SA1/2/LQ/006	Introduction to Green Care and Nature-Based Interventions	2	6	48
H/617/3541	SA2/2/LQ/006	Relationship between the Environment and Human Health and Wellbeing	2	2	16
Optional Group 1 – Vocational Units – Animal Care					
H/617/3474	SH6/2/LQ/001	Animal Health and Welfare	2	3	24
K/617/3475	SH6/2/LQ/002	Cleaning and Maintaining Animal Accommodation	2	4	32
M/617/3476	SH6/2/LQ/003	Moving and Handling Animals	2	2	16
T/617/3477	SH6/2/LQ/004	Providing Food and Water to Animals	2	3	24
Optional Group 2 – Learning and Employability Units					
T/651/9013	CN1/2/LQ/002	Applying AI Tools in Learning and Work	2	3	30
F/651/9008	CN1/2/LQ/001	Applying Cyber Security Skills in Learning and Work	2	3	30
M/505/1481	PA1/2/LQ/045	Applying for a Job	2	2	16
R/651/9003	QA1/2/LQ/006	Applying Sustainable Practices in Learning and Work	L2	3	30
A/617/3545	SA2/2/LQ/008	Career Options in Horticulture, Environmental and Animal Care	2	3	24
M/616/8892	CN0/2/LQ/004	Collaborative Working Using Digital Technology	2	3	24
D/505/1735	KH1/2/LQ/001	Creating and Publishing Websites	2	4	32
A/505/1970	CP2/2/LQ/002	Databases	2	3	24
A/616/8894	CN0/2/LQ/006	Digital Content Creation – Audio and Video	2	4	32
F/616/8895	CN0/2/LQ/007	Digital Content Creation – Text and Image	2	3	24
H/504/6312	RA1/2/LQ/034	Effective Communication in the Workplace	2	3	30
T/505/1482	PA1/2/LQ/049	Effectiveness at Work	2	2	16
A/503/9897	AB1/2/LQ/004	Generating and Assessing a Business Idea	2	2	14
D/506/1052	HB1/2/LQ/045	Improving Own Learning and Performance	2	3	24
Y/616/8899	CN0/2/LQ/011	Improving Personal Productivity	2	3	24
L/505/1486	PA1/2/LQ/041	Interview Skills	2	1	8

H/504/6326	PA1/2/LQ/037	Introduction to Self-Employment	2	3	22
R/507/0590	PA1/2/LQ/065	IT Communication Fundamentals in the Workplace	2	2	15
H/507/0593	PA1/2/LQ/064	IT Software Fundamentals in the Workplace	2	3	20
Y/504/7778	HB1/2/LQ/036	Leadership Skills	2	3	24
J/505/1504	PA1/2/LQ/039	Learning from Work Placement	2	2	16
F/504/8763	FN2/2/LQ/004	Oral Communication Skills	2	3	24
Y/507/0591	PA1/2/LQ/067	Practical Presentation Skills	2	3	24
A/505/1497	PA1/2/LQ/032	Preparing for an Interview	2	1	8
M/505/1500	PA1/2/LQ/046	Preparing for Work Placement	2	1	8
J/616/8901	CN0/2/LQ/013	Programming Fundamentals	2	4	32
F/505/1503	PA1/2/LQ/036	Searching for a Job	2	1	8
L/505/1505	PA1/2/LQ/042	Setting and Meeting Targets at Work	2	2	16
Y/504/6257	PA1/2/LQ/055	Skills for Independent Enquirers	2	2	15
M/504/6913	PA1/2/LQ/044	Skills for Reflective Learners	2	2	15
R/505/1506	PA1/2/LQ/047	Solving Work-Related Problems	2	2	18
A/505/2150	CP3/2/LQ/002	Spreadsheets	2	3	24
D/507/0592	PA1/2/LQ/063	Team Building Skills	2	3	24
M/504/6328	PA1/2/LQ/043	Time Management	2	2	20
F/504/9377	PA1/2/LQ/053	Understanding Opportunities in Work Based Learning and Apprenticeships	2	1	8
L/503/9905	AB1/2/LQ/009	Understanding the Uses of Social Media for Business	2	2	16
T/505/2163	CP0/2/LQ/003	Word Processing	2	3	24
D/505/1508	PA1/2/LQ/124	Working in a Team	2	3	24
Y/505/1510	PA1/2/LQ/051	Working with Colleagues	2	2	16
D/505/2500	PA1/2/LQ/035	Working with Customers	2	3	24
Optional Group 3 – 'Green' Units					
A/650/2012	QA2/2/LQ/003	Environmental Issues	2	3	24
M/650/1985	QA1/2/LQ/002	Exploring Careers in the Green Industries	2	1	8

F/650/2014	QA1/2/LQ/005	Global Warming and Climate Change	2	2	16
M/650/2019	QA2/2/LQ/004	Introduction to Sustainability	2	1	8
Y/650/1988	QA1/2/LQ/003	Investigate an Environmental Issue	2	3	24
F/650/1980	QA1/2/LQ/001	Project in Sustainability	2	3	27
M/504/7849	AA3/2/LQ/005	Supporting Sustainability in an Office Environment	2	2	16
Y/650/2011	QA1/2/LQ/004	Sustainability Issues in Industry	2	3	24

For unit content please click the Ofqual Unit Reference Number

Barred combinations

Unit Title	Ofqual Unit Reference Number		Unit Title	Ofqual Unit Reference Number
Digital Content Creation – Text and Image	F/616/8895	May not be taken with	Word Processing	T/505/2163

Assessment and Moderation

Assessment process

The assessment process for these qualifications are 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 information on the types of assessment activities that can (indicated as 'Optional' or 'O') and/or must (indicated as 'Prescribed' or 'P') be used to assess learners against the unit. Tutor assessors must always refer to this page before devising assessment tasks.

OCN London assessment guidance relevant to the units in these qualifications are 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.

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 of 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 these 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 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 can be found on our website at: Access to Fair Assessment Policy and Procedure and 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 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 assessor.

To be sufficiently knowledgeable

Each 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.

Assessment Guidance and Ofqual Level Descriptors

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

Level 2 Assessment Guidance and Ofqual's Level Descriptors

OCN London

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