



## Qualification Specification for:

**OCN NI Entry Level Award in Parenting Skills (Entry 3)**

➤ Qualification No: 601/3274/7

**OCN NI Level 1 Award in Parenting Skills**

➤ Qualification No: 601/3275/9

## Qualification Regulation Information

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### **OCN NI Entry Level Award in Parenting Skills (Entry 3)**

Qualification Number: 601/3274/7

Operational start date: 01 June 2014  
Operational end date: 31 December 2027  
Certification end date: 31 December 2028

### **OCN NI Level 1 Award in Parenting Skills**

Qualification Number: 601/3275/9

Operational start date: 01 June 2014  
Operational end date: 31 December 2027  
Certification end date: 31 December 2028

Qualification operational start and end dates indicate the lifecycle of a regulated qualification. The operational end date is the last date by which learners can be registered on a qualification and the certification end date is the last date by which learners can claim their certificate.

All OCN NI regulated qualifications are published to the Register of Regulated Qualifications ([http://register.ofqual.gov.uk/](http://register.ofqual.gov.uk)). This site shows the qualifications and awarding organisations regulated by CCEA Regulation and Ofqual.

### **OCN NI Contact Details**

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## Foreword

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This document explains OCN NI's requirements for the delivery and assessment of the following regulated qualifications:

- **OCN NI Entry Level Award in Parenting Skills (Entry 3)**
- **OCN NI Level 1 Award in Parenting Skills**

This specification sets out:

- Qualification features
- Centre requirements for delivering and assessing the qualification
- The structure and content of the qualification
- Unit details
- Assessment requirements for the qualification
- OCN NI's quality assurance arrangements for the qualification
- Administration

OCN NI will notify centres in writing of any major changes to this specification. We will also publish changes on our website at [www.ocnni.org.uk](http://www.ocnni.org.uk)

This specification is provided online, so the version available on our website is the most up to date publication. It is important to note that copies of the specification that have been downloaded and printed may be different from this authoritative online version.

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## About Regulation

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### **OCN NI**

Open College Network Northern Ireland (OCN NI) is a regulated Awarding Organisation based in Northern Ireland. OCN NI is regulated by CCEA Regulation to develop and award professional and technical (vocational) qualifications from Entry Level up to and including Level 5 across all sector areas. In addition, OCN NI is regulated by Ofqual to award similar qualification types in England.

### **The Regulated Qualifications Framework: an overview**

The Regulated Qualifications Framework (RQF) was introduced on 1<sup>st</sup> October 2015: the RQF provides a single framework for all regulated qualifications.

#### **Qualification Level**

The level indicates the difficulty and complexity of the knowledge and skills associated with any qualification. There are eight levels (Levels 1-8) supported by three 'entry' levels (Entry 1-3).

#### **Qualification Size**

Size refers to the estimated total amount of time it could typically take to study and be assessed for a qualification. Size is expressed in terms of Total Qualification Time (TQT), and the part of that time typically spent being taught or supervised, rather than studying alone, is known as Guided Learning Hours (GLH).

## Qualification Summary

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### Sector Subject Area

1.5 Child development and well-being

### Qualifications' Aim and Objective

The OCN NI qualifications in Parenting Skills have been designed to provide learners with an introduction to parenting skills. Learners will develop an understanding of how to care for children and on the roles and responsibilities within parent and family units.

### Grading

Grading for these qualifications is pass/fail.

### Qualification Target Group

The qualifications provide an opportunity for learners to gain an accredited qualification in the area of parenting skills. They also provide an induction to OCN NI's suite of vocational skills qualifications.

### Progression Opportunities

The OCN NI qualifications in Parenting Skills enable progression into further learning in this area or into employment. The qualification will benefit those interested in a career involving helping those develop effective parenting skills.

### Entry Requirements

There are no formal restrictions on entry for these qualifications however learners should be at least 14 years old.

### Qualification Support

A Qualification Support pack is available for OCN NI centres within the login area of the OCN NI website (<https://www.ocnni.org.uk/my-account/>), which includes additional support for teachers, eg planning and assessment templates, guides to best practice, etc.

### Delivery Languages

These qualifications are available in English only at this time. If you wish to offer these qualifications in Welsh or Irish (Gaeilge) then please contact OCN NI who will review demand and provide as appropriate.

## Centre Requirements for Delivering the Qualification

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### Centre Recognition and Qualification Approval

New and existing OCN NI recognised centres must apply for and be granted approval to deliver the qualification prior to the commencement of delivery.

### Centre Staffing

Centres are required to have the following roles in place as a minimum, although a member of staff may hold more than one role\*:

- Centre contact
- Programme Co-ordinator
- Tutor
- Assessor
- Internal Verifier

\*Note: A person cannot be an internal verifier for their own assessments.

### Tutors

Tutors delivering the qualification should be occupationally competent and qualified to at least one level higher than the qualification and have a minimum of one year's relevant experience.

### Assessors

The qualifications are assessed within the centre and are subject to OCN NI's quality assurance processes. Units are achieved through internally set, internally assessed, and internally verified evidence.

#### **Assessors must:**

- be occupationally competent to at least one level higher than the qualification
- have a minimum of one year's experience in the area they are assessing
- have direct or related relevant experience in assessment
- assess all assessment tasks and activities

### **Internal Verification**

OCN NI qualifications must be scrutinised through the centre's internal quality assurance processes as part of the recognised centre agreement with OCN NI. The centre must appoint an experienced and trained centre internal verifier whose responsibility is to act as the internal quality monitor for the verification of the delivery and assessment of the qualifications.

The centre must agree a working model for internal verification with OCN NI prior to delivery of the qualifications.

#### ***Internal Verifiers must:***

- have at least one year's occupational experience in the areas they are internally verifying
- attend OCN NI's internal verifier training if not already completed

Internal verifiers are required to:

- support tutors and assessors
- sample assessments according to the centre's sampling strategy
- ensure tasks are appropriate to the level being assessed
- maintain up-to-date records supporting the verification of assessment and learner achievement



## Structure and Content

The tables below summarise the structure of these qualifications.

### OCN NI Entry Level Award in Parenting Skills (Entry 3)

In order to achieve the qualification learners must complete a total of 3 credits.

Total Qualification Time (TQT) for this qualification: 30 hours  
 Guided Learning Hours (GLH) for this qualification: 30 hours

Unit Reference Number	OCN NI Unit Code	Unit Title	TQT	Credit Value	Level
<a href="#">Y/506/2930</a>	CAZ827	Caring for Children	30	3	Entry 3
<a href="#">K/506/2933</a>	CAZ828	Exploring Family Relationships	30	3	Entry 3
<a href="#">H/506/2932</a>	CAZ829	Skills for Parenting	30	3	Entry 3

### OCN NI Level 1 Award in Parenting Skills

In order to achieve the qualification learners must complete a total of 3 credits.

Total Qualification Time (TQT) for this qualification: 30 hours  
 Guided Learning Hours (GLH) for this qualification: 27 hours

Unit Reference Number	OCN NI Unit Code	Unit Title	TQT	Credit Value	Level
<a href="#">H/506/2946</a>	CAZ830	Budgeting for Parenting	30	3	One
<a href="#">T/506/2935</a>	CAZ831	Caring for Children	30	3	One
<a href="#">Y/506/2944</a>	CAZ832	Child Safety and Wellbeing	30	3	One
<a href="#">L/506/2942</a>	CAZ833	Communicating and Reading with Children	30	3	One
<a href="#">A/506/2936</a>	CAZ834	Exploring Family Relationships	30	3	One
<a href="#">J/506/2941</a>	CAZ835	Skills for Parenting	30	3	One
<a href="#">M/506/2948</a>	CAZ836	Understanding Healthy Eating for Children	30	3	One

## Unit Details

Title	Caring for Children	
Level	Entry 3	
Credit Value	3	
Guided Learning Hours (GLH)	30	
OCN NI Unit Code	CAZ827	
Unit Reference No	Y/506/2930	
<i>Unit purpose and aim(s):</i> This unit will enable the learner to understand how to care for children of different ages, including daily routine, safety, hygiene and nutritional needs.		
<b>Learning Outcomes</b>		<b>Assessment Criteria</b>
1. Understand how to care for children of different ages.	1.1. State how to care for the hair, skin, teeth and feet of children of different ages including: a) baby b) toddler c) pre-school d) school-aged child	
2. Be able to choose appropriate clothing and footwear for children of different ages.	2.1. Identify suitable clothing and footwear for children according to age and season.	
3. Understand the importance of a child's daily routine.	3.1. List activities for a daily routine for children of different ages to include: a) baby b) toddler c) pre-school d) school-aged child 3.2. State how these activities are important for the well-being of the children.	
4. Recognise the importance of safety and hygiene when caring for children.	4.1. State the importance of safety when caring for children. 4.2. Name common accidents and how they can be prevented. 4.3. State hygiene measures necessary to prevent the spread of infection.	
5. Be aware of the nutritional needs of children.	5.1. Outline a balanced diet for children of different ages.	
<b>Assessment Guidance</b>		
The following assessment method/s may be used to ensure all learning outcomes and assessment criteria are fully covered.		
<b>Assessment Method</b>	<b>Definition</b>	<b>Possible Content</b>
Portfolio of evidence	A collection of documents containing work undertaken to be assessed as evidence to meet required skills outcomes OR A collection of documents containing work that shows the learner's progression through the course	Learner notes/written work Learner log/diary Peer notes Record of observation Record of discussion

Title	Exploring Family Relationships	
Level	Entry 3	
Credit Value	3	
Guided Learning Hours (GLH)	30	
OCN NI Unit Code	CAZ828	
Unit Reference No	K/506/2933	
<i>Unit purpose and aim(s):</i> This unit will enable the learner to identify different types of family units and the roles and responsibilities within each.		
<b>Learning Outcomes</b>		<b>Assessment Criteria</b>
1. Recognise different types of family units and the roles within.	1.1. Identify different types of family units and the roles within. 1.2. Outline the needs of different family members.	
2. Recognise causes of problems in family life.	2.1. Identify the most common problems which occur in family life and the possible causes for each.	
3. Understand own personal responsibilities within the family.	3.1. Identify own personal responsibilities within the family to other family members.	
4. Be able to recognise own needs for future development as a member of the family unit.	4.1. Identify own needs for future development and how these may be met.	
<b>Assessment Guidance</b>		
The following assessment method/s may be used to ensure all learning outcomes and assessment criteria are fully covered.		
<b>Assessment Method</b>	<b>Definition</b>	<b>Possible Content</b>
Portfolio of evidence	A collection of documents containing work undertaken to be assessed as evidence to meet required skills outcomes OR A collection of documents containing work that shows the learner's progression through the course	Learner notes/written work Learner log/diary Peer notes Record of observation Record of discussion

Title	Skills for Parenting	
Level	Entry 3	
Credit Value	3	
Guided Learning Hours (GLH)	30	
OCN NI Unit Code	CAZ829	
Unit Reference No	H/506/2932	
<i>Unit purpose and aim(s):</i> This unit will enable the learner to understand the role and responsibility of a parent within a family and the stages of a child's development.		
<b>Learning Outcomes</b>		<b>Assessment Criteria</b>
1. Understand the role of a parent.	1.1. Identify the role of a parent.	
2. Recognise different responsibilities and rights within a family.	2.1. Identify the different responsibilities within a family to include: a) parent b) children c) other family members 2.2. Identify individual rights within a family to include: a) parent b) children c) other family members	
3. Understand the importance of listening to children.	3.1. Identify when it is important to listen to children.	
4. Recognise the major stages of a child's development.	4.1. Identify the major stages of a child's development. 4.2. Identify techniques that may be used to cope with children's behaviour in a given situation.	
5. Know how children learn through daily activities.	5.1. Identify everyday family activities in which children learn. 5.2. Identify a practical activity parents and children can do together to help children learn.	
<b>Assessment Guidance</b>		
The following assessment method/s may be used to ensure all learning outcomes and assessment criteria are fully covered.		
<b>Assessment Method</b>	<b>Definition</b>	<b>Possible Content</b>
Portfolio of evidence	A collection of documents containing work undertaken to be assessed as evidence to meet required skills outcomes OR A collection of documents containing work that shows the learner's progression through the course	Learner notes/written work Learner log/diary Peer notes Record of observation Record of discussion
Practical demonstration/assignment	A practical demonstration of a skill/situation selected by the tutor or by learners, to enable learners to practise and apply skills and knowledge	Record of observation Learner notes/written work Learner log

Title	Budgeting for Parenting	
Level	One	
Credit Value	3	
Guided Learning Hours (GLH)	27	
OCN NI Unit Code	CAZ830	
Unit Reference No	H/506/2946	
<i>Unit purpose and aim(s):</i> This unit will enable the learner to know about sources of income and expenditure for a household and how to manage, and manage household debt.		
<b>Learning Outcomes</b>		<b>Assessment Criteria</b>
1. Know about sources of income and expenditure for a household.	1.1. Identify sources of income for a household. 1.2. Outline essential items of expenditure in a household.	
2. Understand how credit and interest applies when buying equipment for a household.	2.1. Outline how interest rates increase final purchase price.	
3. Know about debt management.	3.1. Outline ways to manage debt.	
4. Be able to prepare a budget for a household.	4.1. Compare income and expenditure for a household for a week and create a budget. 4.2. Identify ways to save in order to be prepared for unplanned expenditure.	
<b>Assessment Guidance</b>		
The following assessment method/s may be used to ensure all learning outcomes and assessment criteria are fully covered.		
<b>Assessment Method</b>	<b>Definition</b>	<b>Possible Content</b>
Portfolio of evidence	A collection of documents containing work undertaken to be assessed as evidence to meet required skills outcomes OR A collection of documents containing work that shows the learner's progression through the course	Learner notes/written work Learner log/diary Peer notes Record of observation Record of discussion

Title	Caring for Children	
Level	One	
Credit Value	3	
Guided Learning Hours (GLH)	27	
OCN NI Unit Code	CAZ831	
Unit Reference No	T/506/2935	
<i>Unit purpose and aim(s):</i> This unit will enable the learner to understand how to care for children of different ages including daily routine, safety, hygiene and nutritional needs.		
<b>Learning Outcomes</b>		<b>Assessment Criteria</b>
1. Understand how to care for children of different ages.	1.1. Outline how to care for the hair, skin, teeth and feet of children of different ages to include: a) baby b) toddler c) pre-school d) school age	
2. Be able to choose appropriate clothing and footwear for children of different ages.	2.1. Outline suitable clothing and footwear for children according to age and season.	
3. Understand the importance of a child's daily routine.	3.1. Outline daily activities for children of different ages to include: a) baby b) toddler c) pre-school d) school age 3.2. Outline how these activities are important for the well-being of children.	
4. Understand the importance of play for children of different ages.	4.1. Outline a range of play activities suitable for children at each stage of development.	
5. Recognise the importance of safety and hygiene when caring for children.	5.1. Outline the importance of safety when caring for children. 5.2. List common accidents and how they may be prevented. 5.3. Identify hygiene measures necessary to prevent the spread of infection.	
6. Be aware of the nutritional needs of children.	6.1. Outline a balanced diet for children of different ages. 6.2. List ideas for healthy eating on a limited budget.	
<b>Assessment Guidance</b>		
The following assessment method/s may be used to ensure all learning outcomes and assessment criteria are fully covered.		
<b>Assessment Method</b>	<b>Definition</b>	<b>Possible Content</b>
Portfolio of evidence	A collection of documents containing work undertaken to be assessed as evidence to meet required skills outcomes OR A collection of documents containing work that shows the learner's progression through the course	Learner notes/written work Learner log/diary Peer notes Record of observation Record of discussion

Title	Child Safety and Wellbeing	
Level	One	
Credit Value	3	
Guided Learning Hours (GLH)	27	
OCN NI Unit Code	CAZ832	
Unit Reference No	Y/506/2944	
<i>Unit purpose and aim(s):</i> This unit will enable the learner to understand how to protect children from common accidents within the home and the importance of childhood immunisation.		
<b>Learning Outcomes</b>		<b>Assessment Criteria</b>
1. Understand how to protect children from accidents in the home.	1.1. Outline ways children may be harmed in the home and what preventative methods may be taken.	
2. Be aware of food safety when preparing food for children.	2.1. Identify why it is important to follow hygiene measures when preparing food for children. 2.2. Outline food safety measures to take when preparing a meal for a child including frozen food.	
3. Be aware of childhood immunisation.	3.1. Outline how immunisation protects children from infections.	
4. Know how to care for children with common childhood conditions.	4.1. Outline the signs of common illnesses in children including how to care for children with each condition. 4.2. Outline safety measures to be followed when administering medicine for children.	
<b>Assessment Guidance</b>		
The following assessment method/s may be used to ensure all learning outcomes and assessment criteria are fully covered.		
<b>Assessment Method</b>	<b>Definition</b>	<b>Possible Content</b>
Portfolio of evidence	A collection of documents containing work undertaken to be assessed as evidence to meet required skills outcomes OR A collection of documents containing work that shows the learner's progression through the course	Learner notes/written work Learner log/diary Peer notes Record of observation Record of discussion
Practical demonstration/assignment	A practical demonstration of a skill/situation selected by the tutor or by learners, to enable learners to practise and apply skills and knowledge	Record of observation Learner notes/written work Learner log

Title	Communicating and Reading with Children	
Level	One	
Credit Value	3	
Guided Learning Hours (GLH)	27	
OCN NI Unit Code	CAZ833	
Unit Reference No	L/506/2942	
<i>Unit purpose and aim(s):</i> This unit will enable the learner to know how to encourage language development and the benefits of reading with children.		
<b>Learning Outcomes</b>		<b>Assessment Criteria</b>
1. Know how to communicate with children and encourage language development.	1.1. Outline different ways to communicate with children. 1.2. Outline how to encourage language development in babies and children.	
2. Recognise the benefits of reading with children.	2.1. Outline the benefits of reading with children and how this may improve their communication and literacy. 2.2. Identify books suitable for babies and children.	
3. Be able to make a resource to support story reading.	3.1. Make a resource which may be used when reading a story book to a child.	
<b>Assessment Guidance</b>		
The following assessment method/s may be used to ensure all learning outcomes and assessment criteria are fully covered.		
<b>Assessment Method</b>	<b>Definition</b>	<b>Possible Content</b>
Portfolio of evidence	A collection of documents containing work undertaken to be assessed as evidence to meet required skills outcomes OR A collection of documents containing work that shows the learner's progression through the course	Learner notes/written work Learner log/diary Peer notes Record of observation Record of discussion
Practical demonstration/assignment	A practical demonstration of a skill/situation selected by the tutor or by learners, to enable learners to practise and apply skills and knowledge	Record of observation Learner notes/written work Learner log



Title	Exploring Family Relationships	
Level	One	
Credit Value	3	
Guided Learning Hours (GLH)	27	
OCN NI Unit Code	CAZ834	
Unit Reference No	A/506/2936	
<i>Unit purpose and aim(s):</i> This unit will enable the learner to identify different types of family units and the roles and responsibilities within.		
<b>Learning Outcomes</b>		<b>Assessment Criteria</b>
1. Recognise different types of family units and the roles within.	1.1. Outline different types of family units and the roles within. 1.2. Outline how the needs of family members may change as circumstances change.	
2. Recognise causes of problems in family life and their impact.	2.1. Outline causes of problems which occur in family life. 2.2. Outline possible impact these may have on the family.	
3. Understand own personal responsibilities within the family.	3.1. Outline own responsibilities within the family to other family members.	
4. Be able to develop own strategies for future development as a member of the family unit.	4.1. Outline own needs for future development and how these may be met using a life plan.	
<b>Assessment Guidance</b>		
The following assessment method/s may be used to ensure all learning outcomes and assessment criteria are fully covered.		
<b>Assessment Method</b>	<b>Definition</b>	<b>Possible Content</b>
Portfolio of evidence	A collection of documents containing work undertaken to be assessed as evidence to meet required skills outcomes OR A collection of documents containing work that shows the learner's progression through the course	Learner notes/written work Learner log/diary Peer notes Record of observation Record of discussion

Title	Skills for Parenting	
Level	One	
Credit Value	3	
Guided Learning Hours (GLH)	27	
OCN NI Unit Code	CAZ835	
Unit Reference No	J/506/2941	
<i>Unit purpose and aim(s):</i> This unit will enable the learner to understand the role and responsibilities of a parent within a family and the stages of a child's development.		
Learning Outcomes	Assessment Criteria	
1. Understand the role of a parent.	1.1. Outline the role of a parent.	
2. Recognise different responsibilities and rights within a family.	2.1. Outline different responsibilities within a family to include: a) parent(s) b) children c) other family members 2.2. Outline individual rights within a family to include: a) parent(s) b) children c) other family members	
3. Understand the importance of listening to children.	3.1. Outline with examples when it is important to listen to children.	
4. Recognise the major stages of a child's development.	4.1. Outline the major stages of a child's development. 4.2. Outline techniques that might be used to cope with children's behaviour in given situations.	
5. Know how children learn through daily activities.	5.1. Outline everyday family activities in which children learn. 5.2. Outline a practical activity parents and children can do together to help children learn.	
Assessment Guidance		
The following assessment method/s may be used to ensure all learning outcomes and assessment criteria are fully covered.		
Assessment Method	Definition	Possible Content
Portfolio of evidence	A collection of documents containing work undertaken to be assessed as evidence to meet required skills outcomes OR A collection of documents containing work that shows the learner's progression through the course	Learner notes/written work Learner log/diary Peer notes Record of observation Record of discussion
Practical demonstration/assignment	A practical demonstration of a skill/situation selected by the tutor or by learners, to enable learners to practise and apply skills and knowledge	Record of observation Learner notes/written work Learner log

Title	Understanding Healthy Eating for Children	
Level	One	
Credit Value	3	
Guided Learning Hours (GLH)	27	
OCN NI Unit Code	CAZ836	
Unit Reference No	M/506/2948	
<i>Unit purpose and aim(s):</i> This unit will enable the learner to recognise the importance of healthy diets for children and plan a menu in line with healthy eating guidance.		
<b>Learning Outcomes</b>		<b>Assessment Criteria</b>
1. Recognise the importance of healthy diets for children.	1.1. Outline foods which contribute to a healthy diet. 1.2. Outline how children may be affected by an unhealthy diet.	
2. Know how to encourage children to eat healthily.	2.1. Identify ways to encourage children to eat healthily.	
3. Know how to wean a baby.	3.1. Outline how to wean a baby. 3.2. List foods which should be avoided until a baby is over 12 months.	
4. Be able to plan menus for children in line with healthy eating guidance.	4.1. Plan a menu for a child using healthy eating guidance.	
<b>Assessment Guidance</b>		
The following assessment method/s may be used to ensure all learning outcomes and assessment criteria are fully covered.		
<b>Assessment Method</b>	<b>Definition</b>	<b>Possible Content</b>
Portfolio of evidence	A collection of documents containing work undertaken to be assessed as evidence to meet required skills outcomes OR A collection of documents containing work that shows the learner's progression through the course	Learner notes/written work Learner log/diary Peer notes Record of observation Record of discussion

## Quality Assurance of Centre Performance

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### External Verification

All OCN NI recognised centres are subject to External Verification. External verification visits and monitoring activities will be conducted annually to confirm continued compliance with the conditions of recognition, review the centre's risk rating for the qualifications and to assure OCN NI of the maintenance of the integrity of the qualifications.

The External Verifier will review the delivery and assessment of the qualifications. This will include the review of a sample of assessment evidence and evidence of the internal verification of assessment and assessment decisions. This will form the basis of the EV report and will inform OCN NI's annual assessment of centre compliance and risk. The External Verifier is appointed by OCN NI.

### Standardisation

As a process, standardisation is designed to ensure consistency and promote good practice in understanding and application of standards. Standardisation events:

- make qualified statements about the level of consistency in assessment across centres delivering a qualification
- make statements on the standard of evidence that is required to meet the assessment criteria for units in a qualification
- make recommendations on assessment practice
- produce advice and guidance for the assessment of units
- identify good practice in assessment and internal verification

Centres offering units of an OCN NI qualification must attend and contribute assessment materials and learner evidence for standardisation events if requested.

OCN NI will notify centres of the nature of sample evidence required for standardisation events (this will include assessment materials, learner evidence and relevant assessor and internal verifier documentation). OCN NI will make standardisation summary reports available and correspond directly with centres regarding event outcomes.

## Administration

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### Registration

A centre must register learners within 20 working days of commencement of a qualification.

### Certification

Certificates will be issued to centres within 20 working days of receipt of correctly completed results marksheets. It is the responsibility of the centre to ensure that certificates received from OCN NI are held securely and distributed to learners promptly and securely.

### Charges

OCN NI publishes all up to date qualification fees in its Fees and Invoicing Policy document. Further information can be found on the centre login area of the OCN NI website.

### Equality, Fairness and Inclusion

OCN NI has considered the requirements of equalities legislation in developing the specification for these qualifications. For further information and guidance relating to access to fair assessment and the OCN NI Reasonable Adjustments and Special Considerations policies, centres should refer to the OCN NI website.

### Retention of Evidence

OCN NI has published guidance for centres on the retention of evidence. Details are provided in the OCN NI Centre Handbook and can be accessed via the OCN NI website.

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**Qualification Number: 601/3274/7**

**OCN NI Level 1 Award in Parenting Skills**  
**Qualification Number: 601/3275/9**

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Operational start date: 01 June 2014  
Operational end date: 31 December 2027  
Certification end date: 31 December 2028

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