Qualification Specification for:

OCN NI Level 1 Award in Diversity and Good Relations

➢ **Qualification No: 601/3334/X**

OCN NI Level 2 Award in Diversity and Good Relations

➢ **Qualification No: 601/3335/1**

Qualification Regulation Information

OCN NI Level 1 Award in Diversity and Good Relations
Qualification Number: 601/3334/X

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

OCN NI Level 2 Award in Diversity and Good Relations
Qualification Number: 601/3335/1

Operational start date: 01 June 2014
Operational end date: 31 December 2027
Certification end date: 31 December 2029

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/**). This site shows the qualifications and awarding organisations regulated by CCEA Regulation and Ofqual.

OCN NI Contact Details

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Foreword

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

→ **OCN NI Level 1 Award in Diversity and Good Relations**
→ **OCN NI Level 2 Award in Diversity and Good Relations**

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**

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

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 1st 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).

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Qualification Summary

Learners are living in an increasingly diverse society and having to encompass different cultures, races and ethnicities. This can bring many advantages in terms of different experiences in foods/drinks, literature, language and customs but can also result in difficulty in maintaining own cultural identity and keeping own traditions alive.

The OCN NI qualifications in Diversity and Good Relations have been designed to provide learners with an understanding of the importance of diversity and good relations. It helps learners become more aware of diverse groups and the importance of respect within them. Learners will have a better understanding of what is meant by prejudice and discrimination and will recognise the value of equal opportunities legislation.

Sector Subject Area
14.1   Foundations for learning and life

Qualifications' Aim and Objectives
The objectives of the OCN NI Level 1 and Level 2 Awards in Diversity and Good Relations are to enable learners to:

- know what is meant by the term diversity and be aware of diverse groups
- understand the importance of and the contributions of diverse groups to society
- understand what is meant by the terms prejudice and discrimination
- understand stereotypical attitudes, their consequences and origin in relation to prejudice and discrimination and the consequences
- understand the importance of Equal Opportunities legislation

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 diversity and good relations. They also provide an induction to OCN NI's suite of vocational skills qualifications.

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Progression Opportunities

The OCN NI qualifications in Diversity and Good Relations enable progression into further learning in this area or into employment. The qualifications will benefit those interested in a career supporting diversity and good relations.

Entry Requirements

There are no formal restrictions on entry to these qualifications however learners should be at least 14 years old. If you wish to deliver any units to learners under the age of 14, please seek guidance from OCN NI.

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.

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Centre Requirements for Delivering the Qualification

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 qualification is assessed within the centre and is 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

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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

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Structure and Content

The tables below summarise the structure of these qualifications.

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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
H/506/3014	CAZ863	Diversity within Society	30	3	One
D/506/3013	CAZ864	Prejudice and Discrimination	30	3	One

OCN NI Level 2 Award in Diversity and Good Relations

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
M/506/3016	CAZ865	Diversity within Society	30	3	Two
K/506/3015	CAZ866	Prejudice and Discrimination	30	3	Two

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Unit Details

Title	Diversity within Society
Level	One
Credit Value	3
Guided Learning Hours (GLH)	27
OCN NI Unit Code	CAZ863
Unit Reference No	H/506/3014

Unit purpose and aim(s): This unit will enable the learner to understand what is meant by the term diversity, be aware of diverse groups and their contribution to society.

Learning Outcomes	Assessment Criteria
1. Know what is meant by the term diversity.	1.1. Outline what is meant by the term diversity.
2. Be aware of a range of diverse groups and practises.	2.1. Identify a range of diverse groups and their practises in relation to: a) religion b) beliefs c) cultural d) food & drink e) relationships f) clothes g) festivals 2.2. Give a reason for at least one of the practises identified. 2.3. Identify similarities across a range of diverse groups.
3. Understand the importance of respecting diversity.	3.1. Outline why it is important to respect diversity. 3.2. Give examples of a lack of tolerance of diverse groups within society.
4. Recognise the contributions of diverse groups to society.	4.1. Give examples of contributions different diverse groups make to society. 4.2. Identify advantages of living in a diverse society.

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

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Title	Prejudice and Discrimination
Level	One
Credit Value	3
Guided Learning Hours (GLH)	27
OCN NI Unit Code	CAZ864
Unit Reference No	D/506/3013

Unit purpose and aim(s): This unit will enable the learner to understand what is meant by the terms prejudice and discrimination and recognise the value of Equal Opportunities legislation.

Learning Outcomes	Assessment Criteria
1. Understand what is meant by the terms prejudice and discrimination.	1.1. Outline what is meant by the terms prejudice and discrimination.
2. Understand stereotypical attitudes in relation to prejudice and discrimination.	2.1. Give a range of stereotypes outlining positive and negative factors of each.
3. Understand the origins of attitudes.	3.1. Outline how attitudes are formed.
4. Recognise the consequences of prejudice and discrimination.	4.1. Identify positive and negative consequences of prejudice and discrimination and how they may lead to disadvantage.
5. Understand the importance of Equal Opportunities legislation.	5.1. Outline the value of Equal Opportunities legislation.

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

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Title	Diversity within Society
Level	Two
Credit Value	3
Guided Learning Hours (GLH)	24
OCN NI Unit Code	CAZ865
Unit Reference No	M/506/3016

Unit purpose and aim(s): This unit will enable the learner to understand by the term diversity, be aware of diverse groups and their contribution to society.

Learning Outcomes	Assessment Criteria
1. Know what is meant by the term diversity.	1.1. Explain what is meant by the term diversity.
2. Be aware of a range of diverse groups and practises.	2.1. Compare a range of diverse groups in relation to: a) religion b) beliefs c) culture 2.2. Compare a range of practises of diverse groups in relation to: a) food b) drink c) clothes d) festivals e) relationships 2.3. Describe reasons for a range of practises identified. 2.4. Describe similarities across a range of diverse groups.
3. Understand the importance of respecting diversity.	3.1. Describe why it is important to respect diversity. 3.2. Describe a range of examples of a lack of tolerance of diverse groups within society.
4. Recognise the contributions of diverse groups to society.	4.1. Describe what is meant by the term diverse society and the contributions made by diverse groups. 4.2. Explain the advantages of living in a diverse society.

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

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Title	Prejudice and Discrimination
Level	Two
Credit Value	3
Guided Learning Hours (GLH)	24
OCN NI Unit Code	CAZ866
Unit Reference No	K/506/3015

Unit purpose and aim(s): This unit will enable the learner to understand what is meant by the terms prejudice and discrimination and understand the value of Equal Opportunities legislation.

Learning Outcomes	Assessment Criteria
1. Understand what is meant by the terms prejudice and discrimination.	1.1. Describe what is meant by the terms prejudice and discrimination. 1.2. Explain a range of stereotypes between prejudice and discrimination.
2. Understand stereotypical attitudes in relation to prejudice and discrimination.	2.1. Describe a range of stereotypes outlining positive and negative factors of each.
3. Understand the origins of attitudes.	3.1. Examine how attitudes are formed. 3.2. Describe ways in which attitudes may be challenged.
4. Recognise consequences of prejudice and discrimination.	4.1. Describe ways in which prejudice may manifest itself. 4.2. Describe positive and negative consequences of prejudice and discrimination. 4.3. Describe how discrimination can lead to disadvantage.
5. Understand the importance of Equal Opportunities legislation.	5.1. Describe the meaning of Equal Opportunities. 5.2. Describe the value of Equal Opportunities legislation.

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

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Quality Assurance of Centre Performance

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.

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Administration

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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Certification end date: 31 December 2028

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Qualification Number: 601/3335/1

Operational start date: 01 June 2014
Operational end date: 31 December 2027
Certification end date: 31 December 2029

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