Qualification Guidance

SEG Awards Entry Level 2 Award in Practical Small Animal Care Skills

England – 500/9653/9
Wales – C00/0847/2

About Us

At Skills and Education Group Awards we continually invest in high quality qualifications, assessments and services for our chosen sectors. As a UK leading sector specialist we continue to support employers and skills providers to enable individuals to achieve the skills and knowledge needed to raise professional standards across our sectors.

Skills and Education Group Awards has an on-line registration system to help customers register learners on its qualifications, units and exams. In addition it provides features to view exam results, invoices, mark sheets and other information about learners already registered.

The system is accessed via a web browser by connecting to our secure website using a username and password: Skills and Education Group Awards Secure Login

Sources of Additional Information

Skills and Education Group Awards website www.skillsandeducationgroupawards.co.uk provides access to a wide variety of information.

Copyright

Specification Code, Date and Issue Number

The specification codes are A9108-E2.

Issue	Date	Details of change
10.0	September 2021	New qualification review date
10.1	February 2022	Updated formatting
10.2	March 2023	Addition of Qualification Wales regulation

This guide should be read in conjunction with the Indicative Content document **version 1.0** which is available on our secure website using the link above.

Contents

This is a live document and as such will be updated when required. It is the responsibility of the approved centre to ensure the most up-to-date version of the Qualification Guide is in use. Any amendments will be published on our website and centres are encouraged to check this site regularly.

Introduction

The SEG Awards Entry 2 Award in Practical Small Animal Care Skills provides practical experience and knowledge of the animal care sector to support engagement, participation, achievement and progression for learners at Entry Level and Level 1. They will help learners to decide whether to undertake further training or employment within this occupational area.

Pre-requisites

There are no specific entry requirements for this qualification.

Skills and Education Group Awards expects approved centres to recruit with integrity on the basis of a trainee's ability to contribute to and successfully complete all the requirements of a unit(s) or the full qualification.

Qualification Structure and Rules of Combination

Rules of Combination: Entry Level 2 Award in Practical Small Animal Care Skills
Learners must achieve a minimum of 6 credits. This must include 2 credits from Group A (Entry Level 2 mandatory unit) plus a minimum of 2 credits from Group B (Entry Level 2 optional units). The remaining credit may be made up of units from either of the Groups B or C.

Unit	Unit Number	Level	Credit Value	GL
Group A – Entry Level 2 Mandatory Unit				
Recognise parts of the body of small animals and their function	K/502/0505	E2	2	20
Group B – Entry Level 2 Optional Units				
Recognise small animals	R/502/0496	E2	1	10
Recognise types of animal housing and bedding for small animals	M/502/0506	E2	2	20
Assist with cleaning housing for small animals	T/502/0507	E2	2	20
Communicating with others at work	D/501/6631	E2	1	10
Recognise types of foods and feed small animals	A/502/0508	E2	2	20
Group C – Entry Level 3 Optional Units				

Recognise types and parts of the body of small animals	L/502/0612	E3	2	20
Assist with catching and restraining a small animal	R/502/0613	E3	2	20
Check that a small animal is healthy	Y/502/0614	E3	3	30
Groom a small animal	D/502/0615	E3	2	20
Show visitors around a small animal enterprise	H/502/0616	E3	2	20

Aims

The SEG Awards Entry 2 Award in Practical Small Animal Care Skills aims to enable learners to:

- gain work-related skills in the area of animal care
- develop generic employability skills
- prepare for further training within this occupational area
- gain an insight into core activities within this occupational area in order to allow them to make informed career decisions.

Target Group

This qualification is designed for young people aged 14+ and adults who have an interest in animal care as an area of employment and want to develop practical skills in this area.

Assessment

Internal assessment, internal and external moderation. Specific requirements and restrictions may apply to individual units within qualifications. Please check unit and qualification details for specific information.

Practice Assessment Material

Skills and Education Group Awards confirm that there is no practice assessment material for this qualification.

Teaching Strategies and Learning Activities

Centres should adopt a delivery approach which supports the development of all individuals. The aims and aspirations of all the learners, including those with identified

special needs or learning difficulties/disabilities, should be considered and appropriate support mechanisms put in place.

Progression Opportunities

Learners who achieve this qualification can progress onto the Entry 3 or Level 1 qualifications in Practical Small Animal Care. The qualification includes optional Entry 3 units to provide stretch where appropriate and to encourage progression. Learners could progress through this suite of qualifications onto the SEG Awards Level 2 Awards and Certificates in Practical Animal Care as well as the Level 2 Work-Based Diploma in Animal Care and Welfare.

Centres should be aware that reasonable Adjustments which may be permitted for assessment may in some instances limit a learner's progression into the sector. Centres must, therefore, inform learners of any limits their learning difficulty may impose on future progression.

Tutor/Assessor Requirements

Skills and Education Group Awards require those involved in the teaching and assessment process to be suitably experienced and / or qualified. Assessors should also be trained and qualified to assess or be working towards appropriate qualifications.

Those responsible for Internal Quality Assurance (IQA) must be knowledgeable of the subject/occupational area to a suitable level to carry out accurate quality assurance practices and processes.

Language

These specifications and associated assessment materials are in English only.

Qualification Summary

Qualifications	
Entry Level 2 Award in Practical Skills in Small Animal Care - 500/9653/9	

Qualification Purpose	B. Prepare for further learning or training and/or develop knowledge and/or skills in a subject area B1. Prepare for further learning or training B2. Develop knowledge and/or skills in a subject area

Age Range	**Pre 16**	✓	**16-18**	✓	**19+**	✓

Regulation	The qualification identified above is regulated by: • Ofqual • Qualification Wales
Assessment	Internal assessment, internal and external moderation
Type of Funding Available	See FaLA (Find a Learning Aim)
Qualification/Unit Fee	See Skills and Education Group Awards web site for current fees and charges
Grading	Pass To achieve a Pass learners must complete all units as stated in the rule of combination (RoC)
Operational Start Date	01/05/2010
Review Date	31/08/2024
Operational End Date	
Certification End Date	
Guided Learning (GL)	60
Total Qualification Time (TQT)	60
Credit Value	6
Skills and Education Group Awards Sector	Animal Care
Ofqual SSA Sector	03.3 Animal Care and Veterinary Science
Stakeholder Support	These qualifications are supported by Lantra, the Sector Skills Council for environmental and land-based industries
Administering Office	See Skills and Education Group Awards web site

Unit Details

Recognise Parts of the Body of Small Animals and Their Function

Unit Reference	**K/502/0505**
Level	**Entry 2**
Credit Value	**2**
Guided Learning Hours	**20**
Unit Summary	To enable learners to demonstrate their ability to recognise parts of the body of small animals and also those parts which are commonly examined for general health checks.

Learning Outcomes (1 to 2) *The learner will*	**Assessment Criteria (1.1 to 2.1)** *The learner can*
1. Be able to recognise parts of the body of small animals	1.1. Recognise parts of the body of small animals 1.2. Recognise parts of the body that are commonly checked for health
2. Know the functions of parts of the body of small animals	2.1. List the functions of parts of the body of small animals

Recognise Small Animals

Unit Reference	R/502/0496
Level	Entry 2
Credit Value	1
Guided Learning Hours	10
Unit Summary	To enable learners to demonstrate their ability to recognise common small animals and the features of certain breeds or types.

Learning Outcomes (1 to 1) *The learner will*	Assessment Criteria (1.1 to 1.5) *The learner can*
1. Be able to recognise breeds/types of common small animals	1.1. Recognise species of small animals 1.2. Recognise breeds of small animals 1.3. Recognise features of breeds of small animals 1.4. Maintain own safety and hygiene throughout operations 1.5. State why it is important to identify an animal

Recognise Types of Animal Housing and Bedding for Small Animals

Unit Reference	M/502/0506
Level	Entry 2
Credit Value	2
Guided Learning Hours	20
Unit Summary	To enable learners to demonstrate their ability to recognise types of animal housing and bedding commonly used for small animals

Learning Outcomes (1 to 1) *The learner will*	Assessment Criteria (1.1 to 1.5) *The learner can*
1. Be able to recognise types of housing and bedding for small animals	1.1. Recognise types of animal accommodation 1.2. State why animals need housing 1.3. Recognise suitable bedding for different types of animal accommodation 1.4. State why animals need bedding 1.5. Maintain own safety and hygiene throughout operations

Assist With Cleaning Housing for Small Animals

Unit Reference	T/502/0507
Level	Entry 2
Credit Value	2
Guided Learning Hours	20
Unit Summary	To enable learners to demonstrate their ability to assist with the cleaning of animal housing, recognise cleaning products to be used and replace bedding

Learning Outcomes (1 to 1) *The learner will*	Assessment Criteria (1.1 to 1.7) *The learner can*
1. Be able to clean and disinfect small animal accommodation	1.1. Prepare small animal accommodation for cleaning
	1.2. Prepare tools, equipment and materials for use
	1.3. Clean small animal accommodation
	1.4. Restore the accommodation for animal use
	1.5. Use, clean and store PPE, tools and equipment safely
	1.6. Maintain the safety of self, others and animals during the operation
	1.7. Give a reason for cleaning small animal housing

Communicating With Others at Work

Unit Reference	D/501/6631
Level	E2
Credit Value	1
Guided Learning Hours	10
Unit Summary	This unit introduces learners to communicating with people in the workplace.

Learning Outcomes (1 to 1) *The learner will*	Assessment Criteria (1.1 to 1.4) *The learner can*
1. Understanding how to communicate appropriately with others at work	1.1. Identify people who he/she needs to communicate with in the workplace 1.2. Identify the types of information he/she will need to communicate 1.3. Participate in discussions with others in familiar contexts 1.4. Ask and respond to straightforward questions

Recognise Types of Foods and Feed Small Animals

Unit Reference	**A/502/0508**
Level	**Entry 2**
Credit Value	**2**
Guided Learning Hours	**20**
Unit Summary	To enable learners to demonstrate their ability to recognise types of foods and feed small animals.
Learning Outcomes **(1 to 1)** *The learner will*	**Assessment Criteria** **(1.1 to 1.8)** *The learner can*
1. Be able to feed and water small animals	1.1. Recognise food commonly fed to small animals 1.2. Recognise feeding equipment for small animals 1.3. Recognise types of watering systems for small animals 1.4. Feed and water small animals 1.5. Give a reason for providing the correct amount of food for animals 1.6. Give a reason for making sure water is always available 1.7. Use, clean and store PPE, tools and equipment safely 1.8. Maintain the safety of self, others and animals during feeding and watering

Recognise Types and Parts of the Body of Small Animals

Unit Reference	**L/502/0612**
Level	**Entry 3**
Credit Value	**2**
Guided Learning Hours	**20**
Unit Summary	To enable learners to demonstrate their ability to recognise species of small animals and parts of the body of a bird or reptile or rodent.

Learning Outcomes (1 to 1) *The learner will*	**Assessment Criteria (1.1 to 1.5)** *The learner can*
1. Be able to recognise species, and parts of the body, of small animals	1.1. Recognise species of small animals 1.2. Recognise parts of the body of small animals 1.3. State key differences between animal species 1.4. State how one animal species moves 1.5. Maintain own safety and hygiene throughout operations

Assist With Catching and Restraining a Small Animal

Unit Reference	R/502/0613
Level	Entry 3
Credit Value	2
Guided Learning Hours	20
Unit Summary	To enable learners to demonstrate their ability to assist with catching and restraining a dog or cat or rabbit for a specific purpose.

Learning Outcomes (1 to 1) *The learner will*	Assessment Criteria (1.1 to 1.7) *The learner can*
1. Be able to catch and restrain a small animal	1.1. Recognise suitable equipment for catching and restraining small animals
	1.2. Assist with catching a small animal
	1.3. Assist with restraining a small animal
	1.4. Identify equipment used to move/transport small animals
	1.5. Move/transport a small animal from one location to another
	1.6. Maintain own safety and hygiene throughout operations
	1.7. Give a reason why care should be taken when moving and restraining animals

Check That a Small Animal is Healthy

Unit Reference	Y/502/0614
Level	**Entry 3**
Credit Value	**3**
Guided Learning Hours	**30**
Unit Summary	To enable learners to demonstrate their ability to complete a health check on a dog or cat or rabbit restrained by a supervisor.

Learning Outcomes (1 to 2) *The learner will*	Assessment Criteria (1.1 to 2.1) *The learner can*
1. Be able to restrain and complete a health check on a small animal	1.1. Prepare to restrain a small animal 1.2. Restrain a small animal 1.3. Recognise areas of the body for checking to establish health 1.4. Identify signs of good health in small animals 1.5. Maintain own safety and hygiene throughout operations
2. Know the signs of good health in a small animal	2.1. State the signs which indicate that a small animal is healthy

Groom a Small Animal

Unit Reference	D/502/0615
Level	Entry 3
Credit Value	2
Guided Learning Hours	20
Unit Summary	The learner will be able to groom a dog or cat or rabbit restrained by the supervisor.

Learning Outcomes (1 to 1) *The learner will*	Assessment Criteria (1.1 to 1.7) *The learner can*
1. Be able to groom a small animal	1.1. Give a reason for grooming a small animal 1.2. Recognise items of grooming equipment 1.3. Restrain a small animal for grooming 1.4. Groom a small animal 1.5. Use, clean and store PPE, tools and equipment safely 1.6. Maintain the safety of self, others and animals during the operation 1.7. State why PPE needs to be worn

Show Visitors around a Small Animal Enterprise

Unit Reference	H/502/0616
Level	Entry 3
Credit Value	2
Guided Learning Hours	20
Unit Summary	To enable learners to demonstrate their ability to greet and show visitors around a small animal unit

Learning Outcomes (1 to 1) *The learner will*	Assessment Criteria (1.1 to 1.5) *The learner can*
1. Be able to greet and show visitors around a small animal unit	1.1. Present self appropriately 1.2. Conduct self appropriately and politely 1.3. Give a reason for greeting visitors politely 1.4. Show visitors around the unit 1.5. State why visitors should not touch animals

Recognition of Prior Learning (RPL), Exemptions, Credit Transfers and Equivalencies

Skills and Education Group Awards policy enables learners to avoid duplication of learning and assessment in a number of ways:

- Recognition of Prior Learning (RPL) – a method of assessment that considers whether a learner can demonstrate that they can meet the assessment requirements for a unit through knowledge, understanding or skills they already possess and do not need to develop through a course of learning.

- Exemption - Exemption applies to any certificated achievement which is deemed to be of equivalent value to a unit within a Skills and Education Group Awards qualification but which does not necessarily share the exact learning outcomes and assessment criteria. It is the assessor's responsibility, in conjunction with the Internal Moderator, to map this previous achievement against the assessment requirements of the Skills and Education Group Awards qualification to be achieved in order to determine its equivalence.

  Any queries about the relevance of any certificated evidence, should be referred in the first instance to your centre's internal moderator and then to Skills and Education Group Awards.

  It is important to note that there may be restrictions upon a learner's ability to claim exemption or credit transfer which will be dependent upon the currency of the unit/qualification and a learner's existing levels of skill or knowledge.

  Where past certification only provides evidence that could be considered for exemption of part of a unit, learners must be able to offer additional evidence of previous or recent learning to supplement their evidence of achievement.

- Credit Transfer – Skills and Education Group Awards may attach credit to a qualification, a unit or a component. Credit transfer is the process of using certificated credits achieved in one qualification and transferring that achievement as a valid contribution to the award of another qualification. Units/Components transferred must share the same learning outcomes and assessment criteria along with the same unit number. Assessors must ensure that they review and verify the evidence through sight of:
  - original certificates OR
  - copies of certificates that have been signed and dated by the internal moderator confirming the photocopy is a real copy and make these available for scrutiny by the External Moderator

- Equivalencies – opportunities to count credits from the unit(s) from other qualifications or from unit(s) submitted by other recognised organisations towards the place of mandatory or optional unit(s) specified in the rule of combination. The unit must have the same credit value or greater than the unit(s) in question and be at the same level or higher.

Skills and Education Group Awards encourages its centres to recognise the previous achievements of learners through Recognition of Prior Learning (RPL), Exemption, Credit Transfer and Equivalencies. Prior achievements may have resulted from past or present

employment, previous study or voluntary activities. Centres should provide advice and guidance to the learner on what is appropriate evidence and present that evidence to the external moderator in the usual way.

Further guidance can be found in 'Delivering and Assessing Qualifications' which can be downloaded from the website.

Exemptions

There are no identified exemptions for these qualifications.

Equivalencies

There are no identified equivalencies for these qualifications.

Certification

Learners will be certificated for all units and qualifications that are achieved and claimed.

Skills and Education Group Awards policies and procedures are available on the website.

Glossary of Terms

GL (Guided Learning)

GLH is where the learner participates in education or training under the immediate guidance or supervision of a tutor (or other appropriate provider of education or training). It may be helpful to think – 'Would I need to plan for a member of staff to be present to give guidance or supervision?'
GLH is calculated at qualification level and not unit/component level.

Examples of Guided Learning include:
- Face-to-face meeting with a tutor
- Telephone conversation with a tutor
- Instant messaging with a tutor
- Taking part in a live webinar
- Classroom-based instruction
- Supervised work
- Taking part in a supervised or invigilated assessment
- The learner is being observed.

TQT (Total Qualification Time)

'The number of notional hours which represents an estimate of the total amount of time that could reasonably be expected to be required, in order for a learner to achieve and demonstrate the achievement of the level of attainment necessary for the award of a qualification.' The size of a qualification is determined by the TQT.

TQT is made up of the Guided Learning Hours (GLH) plus all other time taken in preparation, study or any other form of participation in education or training but not under the direct supervision of a lecturer, supervisor or tutor.

TQT is calculated at qualification level and not unit/component level.

Examples of unsupervised activities that could contribute to TQT include:
- Researching a topic and writing a report
- Watching an instructional online video at home/e-learning
- Watching a recorded webinar
- Compiling a portfolio in preparation for assessment
- Completing an unsupervised practical activity or work
- Rehearsing a presentation away from the classroom
- Practising skills unsupervised
- Requesting guidance via email – will not guarantee an immediate response.