

# **SEG Awards Level 1 Award in Workers' Rights and Labour Exploitation**

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## **Qualification Guidance**

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**Level 1 Award – 603/7002/6**

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## About Us

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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 Online Registration System](#)

### Sources of Additional Information

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The [Skills and Education Group Awards](#) website provides access to a wide variety of information.

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This document may be copied by approved centres for the purpose of assessing learners. It may also be copied by learners for their own use.

### Specification Code, Date and Issue Number

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The specification code is A735-01.

Version	Date	Details of change
1.0	February 2021	New qualification guide
1.1	September 2021	Update logo and qual title in line with new branding

This guide should be read in conjunction with the Indicative Content document **version 1.1** which is available on our secure website using the link above.

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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

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The SEG Awards Level 1 Award in Workers' Rights and Labour Exploitation has been developed to raise awareness of the basic employment rights provided by UK law. Learners will gain an understanding of the job application process and how to spot if an advertisement is genuine or not. They will also gain the tools to enable them to understand whether or not they, or a colleague, are being exploited and the process for how this should be reported.

This qualification has been designed in conjunction with the Gangmasters and Labour Abuse Authority, with a flexible approach, allowing it to be delivered through our online platform as support for a classroom setting.

## Pre-requisites

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There are no specific entry requirements to study for this qualification.

## Qualification Structure and Rules of Combination

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### Rules of Combination: Level 1 Award in Workers' Rights and Labour Exploitation

Learners must achieve 1 credit from the mandatory unit.

Unit	Unit Number	Level	Credit Value	GL
Mandatory Units				
Workers' Rights and Labour Exploitation	M/618/6051	1	1	10

## Assessment

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Assessment is via our online platform. Access to this platform is included in the registration fees and provides the eLearning and assessment in one place which can be accessed on a laptop, tablet or phone. The assessment takes the form of questions and activities throughout the workbooks. The workbooks on the platform are mapped to the learning outcomes and assessment criteria and are assessed via the platform. Learners will be sampled by Skills and Education Group Awards to further ensure quality assurance.

In order to successfully achieve this qualification a learner must fully meet all of the learning outcomes and assessment criteria.

## Practice Assessment Material

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

## Teaching Strategies and Learning Activities

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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.

Skills and Education Group Awards has developed eLearning which can be accessed by learners registered on this qualification via an eLearning platform. This eLearning has been developed to support the delivery of the qualification.

## Progression Opportunities

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This qualification has been designed to support learners undertaking qualifications that will aid their progression into employment.

Learners who successfully complete the Level 1 Award may be able to continue in further education and training related to this area of expertise or progress confidently into employment.

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, if applicable.

## Tutor/Assessor/IQA Requirements

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Skills and Education Group Awards require those involved in the delivery and assessment process to be suitably experienced and/or qualified. In general terms, this usually means that the Tutor/Assessor must be knowledgeable of the subject/occupational area to at least the level they are delivering/assessing at.

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

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These specifications and associated assessment materials are in English only.

## Qualification Summary

<b>Qualification</b>	
Level 1 Award in Worker's Rights and Labour Exploitation – 603/7002/6	
<b>Qualification Purpose</b>	Prepare for further learning or training and/or skills in a subject area
<b>Age Range</b>	Pre 16    ✓    16-18    ✓    18+       19+    ✓
<b>Regulation</b>	The above qualification is regulated by Ofqual
<b>Assessment</b>	<ul style="list-style-type: none"> <li>• Internal and external assessment</li> <li>• Internal and external moderation</li> </ul>
<b>Type of Funding Available</b>	See FaLA (Find a Learning Aim)
<b>Qualification/Unit Fee</b>	See Skills and Education Group Awards website for current fees and charges
<b>Grading</b>	<p>Pass</p> <p>To achieve a Pass, learners must achieve all of the Learning Outcomes and Assessment Criteria in the units completed and as stated in the Rule of Combination (RoC).</p>
<b>Operational Start Date</b>	01/02/2021
<b>Review Date</b>	31/12/2024
<b>Operational End Date</b>	
<b>Certification End Date</b>	
<b>Guided Learning (GL)</b>	10
<b>Total Qualification Time (TQT)</b>	11
<b>Skills and Education Group Awards Sector</b>	Preparation for Work
<b>Ofqual SSA Sector</b>	14.2 Preparation for Work
<b>Support from Trade Associations/Stakeholder Support</b>	Gangmasters and Labour Abuse Authority
<b>Administering Office</b>	See Skills and Education Group Awards website

## Unit Details

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## L1ERPLeU01 – Workers’ Rights and Labour Exploitation

<b>Unit Reference</b>	<b>M/618/6051</b>
<b>Level</b>	<b>1</b>
<b>Credit Value</b>	<b>1</b>
<b>Guided Learning</b>	<b>10 hours</b>
<b>Unit Summary</b>	In this unit, learners will gain an understanding of the process of applying for a job and identifying potential bogus advertisements. They will gain an awareness of their employment rights under UK law and should be able to spot signs of exploitation from a variety of sources including a payslip and the internet. This qualification will also provide them with the confidence and skills to report any suspected labour exploitation.
<b>Learning Outcomes (1 to 5)</b> <i>The learner will</i>	<b>Assessment Criteria (1.1 to 5.2)</b> <i>The learner can</i>
1. Understand the process of searching for a job	<p>1.1 List different media that can be used to locate job advertisements</p> <p>1.2 State how information provided can be used to help with the identification of genuine and bogus jobs</p> <p>1.3 Using the job advertisements provided, list the key facts for each, for example:</p> <ul style="list-style-type: none"> <li>a) what types of information are required</li> <li>b) are there any up-front costs or equipment required</li> <li>c) what is the method of application</li> </ul>
2. Understand the key differences between common types of employment	<p>2.1 List the three types of employment status’</p> <p>2.2 Know where to go to find information about your employment status</p> <p>2.3 State the key characteristics of the three employment statuses</p> <p>2.4 List the possible advantages and disadvantages of the three employment statuses</p>

<p>3. Understand basic employment rights</p>	<p>3.1 List the basic employment rights of workers</p> <p>3.2 State how some employment rights may differ depending on:</p> <ul style="list-style-type: none"> <li>a) the type of work you are employed for</li> <li>b) your age</li> <li>c) your length of time with an employer</li> <li>d) your employment contract</li> </ul> <p>3.3 State where to find up to date information on pay entitlement</p> <p>3.4 Identify the key information on a pay slip</p>
<p>4. Understand how to recognise the signs of labour exploitation</p>	<p>4.1 Give a brief outline of the definition of 'exploitation'</p> <p>4.2 List different types of 'exploitation' that can occur in the workplace</p> <p>4.3 State how some sectors in society may be more vulnerable to labour exploitation</p>
<p>5. Know how to prevent labour exploitation</p>	<p>5.1 State where to find information on labour exploitation</p> <p>5.2 State who to contact if they suspect they, or someone they know, are being exploited</p>

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

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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 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 Skills and Education Group Awards website.

## Certification

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Learners will be certificated for all units and qualifications that are achieved and claimed. For this qualification they will receive a Digital Certificate and a Digital Transcript. These digital documents will be made available to centres and learners through an online secure portal with the learners having the ability to share them with third parties.

Information about registering for a Digital Certificate account can be found on the Skills and Education Group Awards website [here](#).

Skills and Education Group Awards' policies and procedures are available on the web site.

## Exemptions

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This qualification contains no exemptions. For further details see Recognition of Prior Learning (RPL), Exemptions, Credit Transfers and Equivalencies.

# Glossary of Terms

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## **GL (Guided Learning)**

GL 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?’

GL 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 formative assessment
- The learner is being observed as part of a formative assessment.

## **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 (GL) 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.