

Serial No.: TL



Chartered  
Institute of  
Environmental  
Health

# Level 3 Award in Preparing to Teach in the Lifelong Learning Sector

## Candidate assessment record

For CIEH USE ONLY

### Final result

Pass (12–20)

Fail (0–11)

**Candidate's name**

(in full and block capitals):

**Date of birth:**

D

D

M

M

Y

Y

Y

Y

**Candidate's address:**

Post code:

**Duration of course** (start date and  
last date of course attendance):

**Centre name:**

**Centre number:**

I hereby certify that the submitted assignment is my own work, I have not received unauthorised assistance in completing this assignment and understand that it has been produced for assessment purposes only.

**Candidate's  
signature:**

Date:

**Candidate converting from**

**CIEH PTC/TSP Certificate number:**

I hereby certify that to the best of my knowledge the submitted assignment is the candidate's own work and that he/she has not received unauthorised assistance in completing this assignment.

**Trainer's  
signature:**

Date:

**Trainer's name** (in full and block capitals):

**Trainer number:**

## Assignment 2

Write a concise summary (approximately 1,200 words) to demonstrate your understanding of your role and responsibilities as a teacher in relation to:

- your responsibilities and those of others who have an effect on your work
- legislation – how might it impact on your area and context of teaching
- equality, diversity and inclusion – in what ways can you integrate these principles into your teaching
- internal and external assessment requirements – what requirements do you need to follow in this area
- keeping records – what records do you need to keep and why.

## Checklist

Once you have completed your assignment:

- sign the authentication statement above

Then give this candidate assessment record to your trainer together with:

- your assignment

**Remember to keep a copy of your assignment.**

# Marking grid and trainer feedback

(To be completed by the trainer, after the candidate has completed the self-evaluation.

The trainer should provide details in support of the marks awarded. Moderators are unable to verify the marks if the marking grid and trainer's comments are incomplete)

Performance criteria	Maximum marks	Marks awarded	Moderator's /Second Marker's marks
<b>1 Responsibilities</b>			
An understanding of the responsibilities of the teacher and those of others who have an effect on the teacher's work is demonstrated.	4		
<b>2 Legislation</b>			
Relevant legislation and how it impacts on the area and context of teaching is evident.	4		
<b>3 Equality, diversity and inclusion</b>			
The principles of how equality, diversity and inclusion can be integrated into teaching are described.	4		
<b>4 Internal and external assessment requirements</b>			
Requirements for internal and external assessment are indicated	4		
<b>5 Keeping records</b>			
Relevant records are identified and the reasons for keeping such records are understood.	4		
	<b>Total</b>	<b>20</b>	



