SQA Professional Development Award (PDA):
Advancing Equality and Diversity through Inclusiveness (AEDI)(Group Award: GM11 49)

The SCQF Level 9 PDA Advancing Equality and Diversity through Inclusiveness, is validated by SQA and delivered by College Development Network (CDN). The award comprises of a single mandatory unit: Analysing Equality, Diversity and Inclusiveness in Context (HH9J 36) and one double unit which can be selected from the following:

Option A - Practising Inclusiveness to Advance Equality & Diversity (HH9K 36)
Option B - Practising Inclusiveness through Needs-Led Assessment (HH9L 36)

This revised PDA has been designed to meet the CPD needs of a broad range of existing and new staff in the public sector in relation to complying with current equality legislation and embedding the legislative requirements within their day to day practice of supporting learners and staff from across the spectrum of all 9 Protected Characteristics including disability.

Who is the programme for?

The principal context for this programme is the teaching and learning environment.
All candidates should have access to a workplace where evidence to meet the learning outcomes can be generated. The programme has been designed for education and training practitioners who are actively involved in the support of learners from all 9 Protected Characteristics.

Whether you are a subject lecturer, teacher, an access and inclusion co-ordinator, a student services or HR manager, assistive technologist, a needs assessor, support worker, classroom assistant, mentor, coach or a trainer, this programme provides an opportunity for continuing professional development and confidence building.

The PDA introduces you to the concept of developing inclusive teaching and support strategies for learners & staff through the effective use of enabling and assistive technologies and non-technological approaches. It also gives you the opportunity to explore the principles of equality, diversity and inclusiveness and how these are reflected in practice within your organisation.

The Award is delivered through a combination of lecturer-mediated discussions, web resources, practical workshops, case studies, mentored activity and observed practice.

There are ongoing formative assignments to complete as part of the candidates' participation on the course for each unit & summative assessment of candidates involving the completion of an evidence portfolio of needs assessment reports and an evaluation of both assistive technology & non-technological solutions. Core assignments include both written and oral reports and performance evidence from the workplace.

When candidates have been accepted on the course the candidate handbook for the PDA is available which provides more detail about the topics studied, methods of assessment and the schedule for taught online sessions for Option B.

How to build your PDA

This Award contains one mandatory unit at SCQF level 9 – the same level as the Teaching Qualification (FE). To achieve this award, you should complete the mandatory unit **plus** either Option A or B.

Skills & Knowledge developed

Candidates gain skills and knowledge of how to:

- understand and apply the principles of Equality, Diversity and Inclusiveness in own context to evaluate how effectively these principles are reflected in the organisation's practices, strategies and approaches.
- use analytical techniques to evaluate the effectiveness of existing strategies and approaches within own context.
- review own practice and identify opportunities for mainstreaming equality as it applies to own role.
- contribute to the design of inclusive teaching and learning environments
- assist learners with additional support needs to achieve their full potential
- undertake effective assessments of learners' additional needs
- propose and implement effective and timely recommendations
- create accessible learning materials & environments that support learners & staff using assistive technology & non-technological solutions.
- understand and impact organisational policies and approaches to inclusion.

How much does the full PDA course cost?

PDA Options	Colleges in Scotland	All other Organisations
	Cost Per Candidate	*Cost Per Candidate*
Mandatory Unit (can be studied as a standalone unit)	£450	£650
Full cost PDA Mandatory Unit + **Option A**	£1,050	£1,570
Full cost PDA Mandatory Unit + **Option B** (includes mentoring costs)	£1,350	£2,590

If you require any further information in relation to individual candidate fees or bespoke delivery of the course please email e-learning@cdn.ac.uk

When is the next intake for the PDA units?

W/c 30 October 2017 – Mandatory Unit
W/c 29 January 2018 – Option A or B

How do I apply for a place on the course?

Please complete the online application form and attach your personal statement. This is a roll-on application process.

FAQs

1. **How do the units interact?**
   The combination of the mandatory unit and Option A or B make-up the full SQA accredited PDA Advancing Equality & Diversity through Inclusiveness at SCQF Level 9 (general degree level).
   The mandatory unit provides a solid grounding in the concept of Equality, Diversity and Inclusiveness, and how this is implemented and supported within an educational context. Critically, this enables candidates to examine how they can work within their role to reduce and remove barriers to learning.

   Candidates can opt for Option A, which provides candidates with an opportunity to advance equality, diversity & inclusiveness by putting into practice relevant knowledge, skills & understanding within their own role to widen access and participation.

   Or Option B, which provides a learner and staff-centred needs led assessment where they can focus on completing contextualised needs assessments working within a practice focused on inclusiveness, equality and diversity.

2. **What is the recommended entry to the PDA?**
   Candidates undertaking this PDA should either be in employment in a suitable role in an organisation subject to the Public-Sector Equality Duty (PSED), or should have access to an appropriate organisation to generate the necessary evidence from the workplace to meet the requirements of the unit(s).

   Higher National units at SCQF level 7 or 8 will provide appropriate development for potential candidates to undertake this award.

3. **How is the course delivered?**
   The resources for this course are available on the CDN Professional Learning Platform, Moodle.
   The Mandatory Unit and Option A are delivered using a self-study format.
   Option B is delivered using a mixture of online classes and self-study resources.

   Each candidate is provided with familiarisation videos and meetings online prior to the course starting to ensure access to the online classroom and materials.

   The course tutor provides full support and guidance to ensure smooth access as well as providing feedback and a point of contact for any queries.

4. **How many people typically participate in each group?**
   On average 12-15 candidates. There are limited places for Option B which requires mentoring support.

5. **How long does the course last?**
   The teaching and mentoring varies within each unit, but the full PDA can be achieved in approximately 18-24 months. For example: October 2017 – June 2019

6. **How are observations of needs assessment completed?**
   These are facilitated via a virtual assessment facility (powered by Adobe Connect) & Skype. All the software is hosted by College Development Network (CDN). Candidates only need access to an internet connection, webcam and good quality headset microphone.

7. **How much study time should I allocate to completing the PDA units?**
   At least 2-3 hours per week to attend online tutorials and access resources to complete ongoing formative assignments. You will need to set aside additional hours to complete core assignments and produce needs assessment reports for your evidence portfolios.

8. **How many credits are assigned to each unit?**
   This group award comprises 24 SCQF credit points at SCQF level 9, or 3 SQA credits:

   Mandatory Unit: 1 SQA Credit; 8 SCQF Credit Points; SCQF Level 9
   Option A: 2 SQA Credits; 16 SCQF Credit Points; SCQF Level 9
   Option B: 2 SQA Credits; 16 SCQF Credit points; SCQF Level 9

9. **Can I study the units as standalone?**
   CDN's recommendation is that you study the full PDA with the mandatory unit and one of the option units. You can study the mandatory unit as standalone if you have Accredited Prior Learning at the required course level and if it is relevant to the course.

   For Options A and B, you will need to provide evidence to satisfy the assessor that you have already developed the knowledge and generated the activities in relation to analysing equality, diversity and inclusion in context. The recommended sequence to gain the full award would be for candidates to undertake the first unit *Analysing Equality, Diversity and Inclusiveness in Context*, enabling this to be used to inform later practice.

   For further information if require on standalone units please email e-learning@cdn.ac.uk

10. **Can I return later to study other units to gain the full PDA?**
    Yes, you can return to your studies later and apply for credit transfer by contacting the Course Tutor.

11. **I have already achieved the legacy PDA Inclusiveness: Facilitating Strategies to Support Learners with Additional Needs (G8GC 49), can I update this?**
    Yes, you can apply for credit transfer. You will be expected to study the mandatory single unit and receive accreditation for prior learning which will only apply to Option B.

12. **Where can I get further information on the PDA?**
    Further information can be found at CDN LearnOnline
    There is specific information on the SQA website relating to PDA group award and unit specifications:
    GM11 49 - PDA Advancing Equality and Diversity through Inclusiveness Group Award
    HH9K 36 – Option A – Practising inclusiveness to Advance Equality and Diversity (please note this is a pdf document and will download)
    HH9L 36 – Option B – Practising inclusiveness through Needs-Led Assessment (please note this is a pdf document and will download)