

Independent Living



Laser Learning Awards

LASER supports its approved centres to develop flexible and responsive credit based courses. This includes those that widen access to lifelong learning, and address exclusion and participation. The structure of our qualifications enables learners to be recognised for their achievement, to accumulate credit, and use this to access further qualifications and learning over time.






LASER makes sure:

- quality assurance underpins all provision.
- only centres that meet national standards are approved (for course and qualification delivery and quality assurance).

LASER staff:

- have a wide experience of centre, course and qualification approval.
- support centres to make sure awards are valid and valued.

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Qualification Overview - Award (E1, E2, E3)

OFQUAL QUALIFICATION NUMBERS

601/7209/5	LASER Entry Level Award in Independent Living (Endorsed Pathway) (Entry 1)
601/7210/1	LASER Entry Level Award in Independent Living (Endorsed Pathway) (Entry 2)
601/7211/3	LASER Entry Level Award in Independent Living (Endorsed Pathway) (Entry 3)

Laser Learning Awards is an awarding organisation regulated by Ofqual, the regulator of qualifications, examinations and assessments in England.

PURPOSE AND AIM OF QUALIFICATIONS	<p>This Award offers a first stage in preparation for Independent Living. The aim of the qualification is to raise awareness and skills of learners wishing to live as independently as possible. The Award includes the following pathway groups:</p> <ul style="list-style-type: none"> Accessing Community Facilities Rights and Responsibilities Personal Development Leisure Activities Personal Care Household Skills Employability Skills Learning Skills <p>Each pathway group focuses on one named subject and includes the practical knowledge and skills that will support the learner's ability and confidence to function safely in the community. There is a wide choice of units within each pathway subject area.</p> <p>Credits gained from this qualification can count towards the larger qualifications in the suite. The Award offers a first stage in the suite of Independent Living qualifications.</p>
WHO ARE THEY FOR?	<p>Learners who will benefit from this qualification include:</p> <ul style="list-style-type: none"> those needing to build the confidence to develop independent life skills; those needing to engage with learning before being ready and able to progress to a higher level or extended studies. learners seeking recognition for the achievement of the six Entry Level learning credits learners with learning difficulties and disabilities; learners who need help to develop practical independent living skills; learners demonstrating a spikey profile i.e. capable of achieving at different levels in different subject areas. <p>Each learner may have their own particular needs, and the qualification offers the opportunity for a slightly different course to be created for each.</p>
ENTRY REQUIREMENTS	There are no minimum entry requirements.
RULES OF COMBINATION	<p>To achieve the qualification learners must achieve a total of six credits. The Independent Living unit must be completed at the level of the qualification and then learners choose one pathway group and take a minimum of five credits from this chosen pathway.</p> <p>The choice of pathway will decide the endorsement of the qualification, for example LASER Entry Level Award in Independent Living (Household Skills) (Entry 1)</p>
UNITS	Please follow the link to the units list and click on the unit titles.
ASSESSMENT	The qualification is achieved by providing evidence covering the learning outcomes and assessment criteria of each unit. Details of assessment methods are contained within each unit. There is no external assessment; evidence is assessed and internally quality assured by the centre, and externally quality assured by LASER.
PRICE	For LASER's price list, please click here .
DATES	Operational Start Date: 1 January 2016, Qualifications Review Date: 31 August 2027
TO DELIVER	<p>Providers must be approved by LASER. Click here for details of how to become an Approved Centre. Once approved, centres can download New Programme-Provider Course Notification forms from our Quartz Web Portal and will also have access to a wide range of information and secure web-based functions, designed to make the administration and assessment of our qualifications simple and efficient.</p>

Qualification Overview - Certificate (E1, E2, E3)

OFQUAL QUALIFICATION NUMBERS

601/7212/5	LASER Entry Level Certificate in Independent Living (Endorsed Pathway) (Entry 1)
601/7213/7	LASER Entry Level Certificate in Independent Living (Endorsed Pathway) (Entry 2)
601/7214/9	LASER Entry Level Certificate in Independent Living (Endorsed Pathway) (Entry 3)

Laser Learning Awards is an awarding organisation regulated by Ofqual, the regulator of qualifications, examinations and assessments in England.

PURPOSE AND AIM OF QUALIFICATIONS	<p>The aim of the qualifications is to raise the awareness and skills of learners whose goal is to live as independently as possible. The Certificate has two optional pathway groups available:</p> <div> <div> Living In The Community: <ul style="list-style-type: none"> Accessing Community Facilities Employability Skills Leisure Activities Rights and Responsibilities </div> <div> Looking After Yourself And Your Home: <ul style="list-style-type: none"> Household Skills Learning Skills Personal Care Personal Development </div> </div>
WHO ARE THEY FOR?	<p>Learners who will benefit from this qualification include:</p> <ul style="list-style-type: none"> those wanting to develop an extended range of independent life skills; learners needing to engage with learning before being ready, progress to Entry 2 and above; individuals wanting to move towards a more independent lifestyle; learners needing to gain recognition for the achievement of 14 credits at the level of this qualification. learners with learning difficulties and disabilities; learners who need help to develop an extended range of practical independent living skills to support them in accessing community services and moving towards a more independent lifestyle; learners demonstrating a spikey profile i.e. capable of achieving at different levels in different subject areas. <p>The qualification offers the opportunity for a slightly different course to be created for learners with particular needs to support them towards success in other independent living skills.</p>
ENTRY REQUIREMENTS	There are no minimum entry requirements.
RULES OF COMBINATION	<p>To achieve the LASER Entry Level Certificate in Independent Living (Endorsed Pathway) learners must achieve a total of 14 credits. The Independent Living unit at the level of the qualification must be completed and then learners choose one pathway and must take the unit that carries the title of their choice of pathway. To achieve the named pathway learners have to achieve at least 3 credits from each of the pathway groups listed under the appropriate pathway for their target qualification. A minimum of 8 credits overall must be at the level of the qualification or above.</p> <p>The choice of pathway will decide the endorsement of the qualification, for example LASER Entry Level Certificate in Independent Living (Looking After Yourself And Your Home).</p>
UNITS	Please follow the link to the units list and click on the unit titles.
ASSESSMENT	The qualification is achieved by providing evidence covering the learning outcomes and assessment criteria of the units. Details of assessment methods are contained within each unit. There is no external assessment: evidence is assessed and internally quality assured by the provider, and externally quality assured by LASER.
PRICE	For LASER's price list, please click here .
DATES	Operational Start Date: 1 January 2016, Qualifications Review Date: 31 August 2027
TO DELIVER	Providers must be approved by LASER. Click here for details of how to become an Approved Centre. Once approved, centres can download New Programme-Provider Course Notification forms from our Quartz Web Portal and will also have access to a wide range of information and secure web-based functions, designed to make the administration and assessment of our qualifications simple and efficient.

1. About the Qualification

The suite of LASER qualifications in Independent Living is available at Entry 1, Entry 2 and Entry 3 and comes in Award and Certificate sizes. The qualifications, which are regulated by Ofqual and sit on the Regulated Qualifications Framework (RQF), offer a wide choice of units at three levels. The units are grouped into Awards and Certificates at each Entry Level. Although each qualification is free-standing, they are 'nested', so that credits gained from Awards can count towards the Certificate qualifications within the suite. The qualifications include a number of routes to achievement from which learners can choose. At each level within the suite the Awards include 8 pathway groups to achievement and the Certificates have 2 pathway groups. It is important to note that learners cannot mix and match units across Pathway groups.

To offer these qualifications, a centre must be approved by LASER. For further information about becoming an Approved Centre or working in partnership with a Approved Centre please visit [our website](#).

Existing approved centres must complete a New Programme-Provider Course Notification Form before starting to deliver the qualification, which is available via our [Quartz Web Portal](#). Full details of all LASER requirements are provided in the LASER centre handbook which is also available via our [Quartz Web Portal](#).

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2. Offering the Qualification

2.1 AIMS AND OBJECTIVES

The aim of this suite of qualifications is to raise the awareness and increase the skills, of learners whose goal is to live as independently as possible. The qualifications are designed to allow learners to develop the confidence and knowledge they need, by helping them to overcome barriers due to learning difficulties or disabilities.

Maximum flexibility is achieved using pathway groups which allow learners to choose a particular route through the qualification. This means that learners' achievement certificates will include the title of the pathway that they have chosen and programmes can be made appropriate for learners with differing needs. This aim is also reflected in the flexible approach to assessment; assessors can choose from a range of assessment methods, [see section 3.2](#).

A further aim is to have a range of qualifications that cover all aspects of independent living, including personal and practical skills, and those that help an individual to participate in the community.

2.2 ENTRY REQUIREMENTS

There are no specific entry requirements. LASER recommends centres enter learners at an appropriate level and that the opportunities for spiky profiles, even within one learning group, are exploited.

The qualification suite is approved for learners of all ages, from pre-16 to adults.

2.3 TARGET GROUP

These qualifications are designed for people who need specific and detailed support in order to have an expectation of independent living. So it is assumed learners experience degrees of learning difficulties and disabilities, although access to the qualifications is open to all learners.

2.4 ACHIEVING THE QUALIFICATIONS

ACHIEVING AN AWARD IN INDEPENDENT LIVING:

The eight pathways concentrate on different aspects of developing independence, and the titles of the Awards at each level give an indication of the content of the units in that Award. It is important to note that learners **cannot** mix and match units across Pathways. This means that, for example, you cannot have units from Leisure Activities and Personal Care in the same qualification.

Pathways:

- Accessing Community Facilities
- Rights and Responsibilities
- Personal Development
- Leisure Activities
- Personal Care
- Household Skills
- Employability Skills
- Learning Skills

Learners have to achieve 6 credits of which:

- one mandatory one credit unit "Independent Living" at the level of the award.
- 5 credits from the units in the chosen pathway
- at least 4 credits at the level of the qualification.

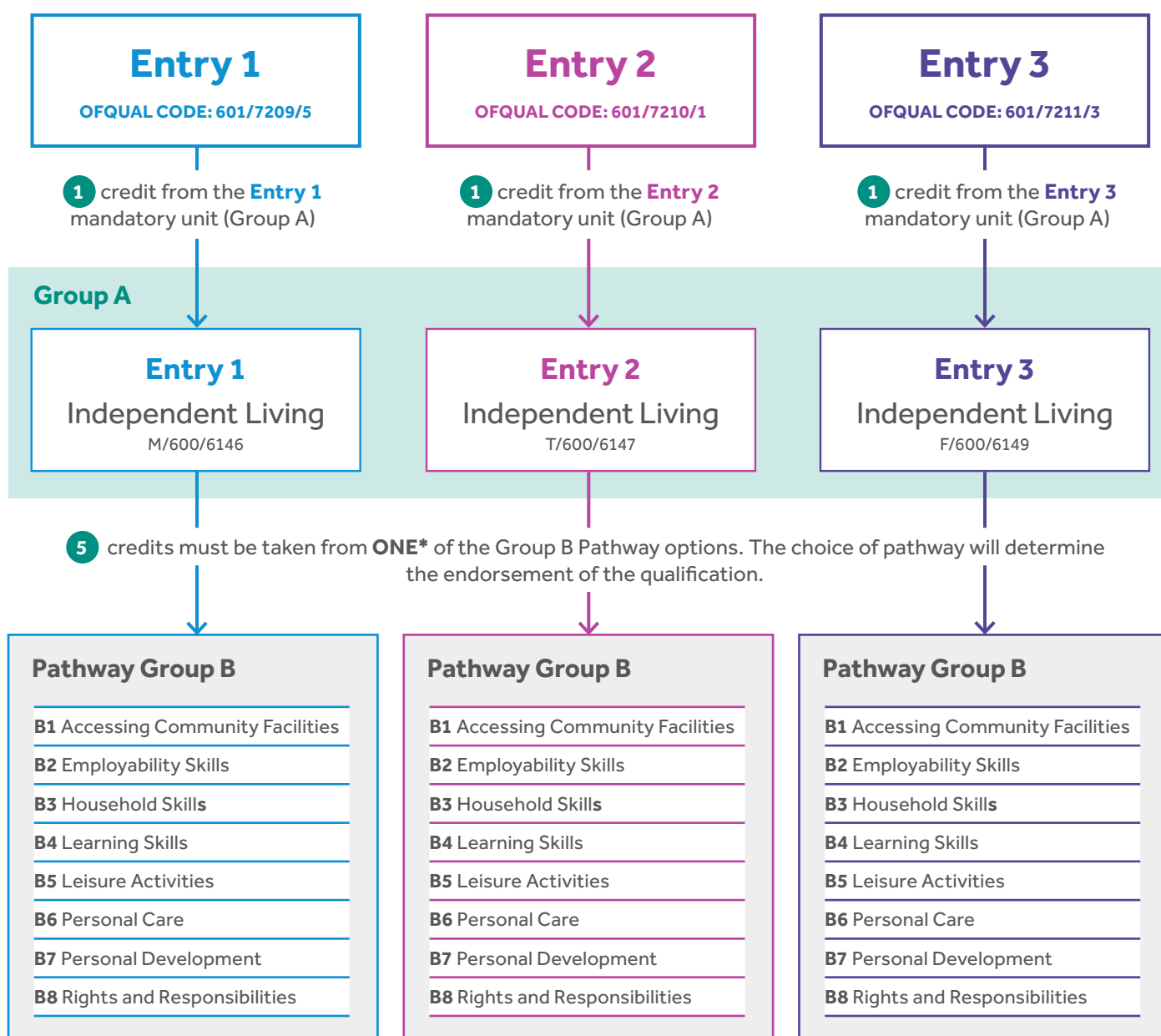
The qualifications are designed so that at Entry 1 and Entry 2, learners may achieve some credits at a higher level, to allow for spiky profiles.

Awards in Independent Living can feed into the Certificates, for learners taking larger courses at the same level, or a further course after achieving an Award.

Learners cannot achieve units with the same title at more than one level, within the same qualification.

Learners must achieve a minimum of **6** credits to achieve

LASER Entry Level Award in Independent Living



The learner must achieve a **minimum of 4 credits at the level of the qualification.**

Units with the same title at different Entry Levels are not allowed.

These qualifications are nested and credits gained from these qualifications can count towards the Certificate.

* It is important to note that learners cannot mix and match units across Group B Pathways.

ACHIEVING A CERTIFICATE IN INDEPENDENT LIVING:

The two pathways at each level contain sets of units drawn from the Awards. The design of the pathways is the same at each level, Entry 1, Entry 2 and Entry 3. The two pathways concentrate on different aspects of developing independence, and the titles of the pathways give an indication of the content of the units in that pathway. It is important to note that learners **cannot** mix and match units across Pathways. This means that, for example, you cannot have units from Living in the Community and Looking After Yourself and Your Home in the same qualification.

Pathways:

- Living in the Community
- Looking After Yourself and Your Home

The Living in the Community pathway includes the following groups of units:

- Accessing Community Facilities
- Employability Skills
- Leisure Activities
- Rights and Responsibilities.

The Looking After Yourself and Your Home pathway includes groups of units under the headings:

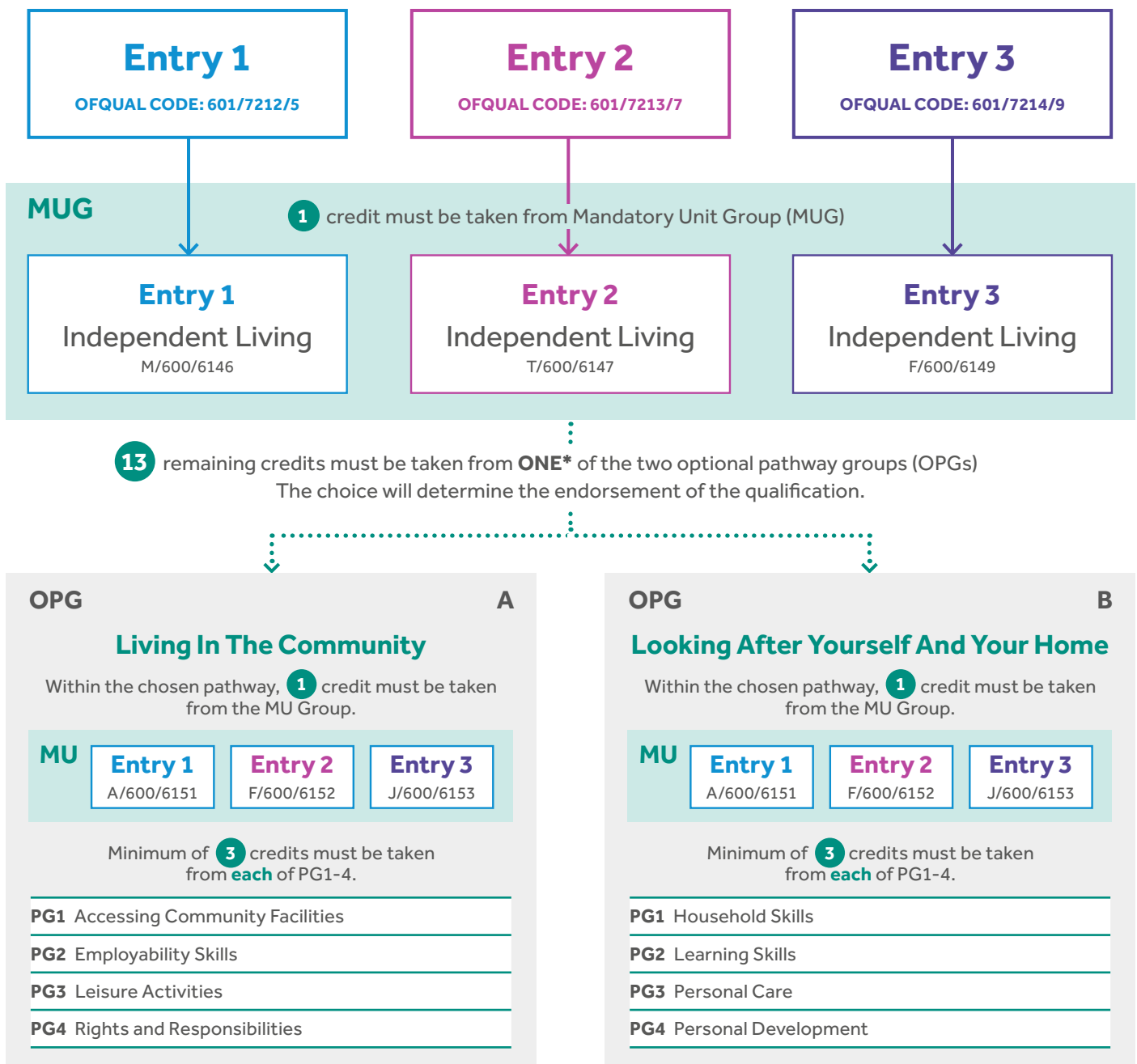
- Household Skills
- Learning Skills
- Personal Care
- Personal Development.

Learners cannot achieve units with the same title at more than one level, within the same qualification.

For lists of the units contained in each qualification, please visit the [LASER Independent Living Web page](#).

Learners must achieve a minimum of **14** credits to achieve

LASER Certificate in Independent Living (Endorsed Pathway) (Entry 1, 2 or 3)



The learner must achieve a **minimum of 8 credits at the level of the qualification.**

Units with the same title at different Entry Levels are not allowed

* It is important to note that learners cannot mix and match units across Pathways.

2.5 PLANNING A COURSE

2.5.1. EXAMPLES OF COURSE DESIGN - THE AWARD

1. Example course title: 'Household Skills'

This Entry Level 3 Award course is suitable for a group of students needing support to manage and fulfil household living options. The course is designed to provide students with a greater level of independence and confidence in their own abilities. Learners must achieve the one mandatory one credit unit "Independent Living" at E3 and 5 credits from the units in the 'Household Skills' pathway.

UNIT TITLE	OFQUAL UNIT CODE	UNIT LEVEL	CREDIT VALUE
1. Independent Living	F/600/6149	E3	1 credit
2. Using Domestic Appliances	A/600/6229	E3	2 credits
3. Household Shopping	L/600/6221	E3	3 credits

Additional units could be included in the course to allow students greater flexibility to explore subjects that best suit their situation these could include:

Food Safety and Storage	H/600/6211	E3	3 credits
Make a Simple Meal	D/600/6224	E3	3 credits
Everyday Food and Drink Preparation	Y/600/6206	E3	3 credits

2. Example course title: 'Personal Care'

This Entry Level 3 Award course is suitable for a group of students to support the personal care skills in working to explore a greater level of independence and confidence. Learners must achieve the one mandatory one credit unit "Independent Living" at E3 and 5 credits from the units in the 'Household Skills' pathway.

UNIT TITLE	OFQUAL UNIT CODE	UNIT LEVEL	CREDIT VALUE
1. Independent Living	F/600/6149	E3	1 credit
2. Personal Health	L/600/6297	E3	3 credits
3. Personal Care and Hygiene	K/600/6291	E3	3 credits

Additional units could be included in the course to give students greater flexibility to explore subjects that best suit their situation these could include:

Eating a Balanced Diet	F/600/6264	E3	3 credits
Health and Fitness	A/501/5194	E3	3 credits

2.5.2. EXAMPLES OF COURSE DESIGN - THE CERTIFICATE

1. Example course title: 'Exploring Practical Skills'

This course will result in learners achieving a **LASER Entry Level Certificate in Independent Living (Looking After Yourself and Your Home) (Entry 1)** qualification.

This E1 Certificate course is planned for a group of students continuing their journey to independent living and exploring future living options. The aim is to design a course that prepares the group for a more independent life. The units will also complement and build on achievements for those who have already achieved an Award in Independent Living.

UNIT TITLE	OFQUAL UNIT CODE	UNIT LEVEL	CREDIT VALUE
Independent Living	M/600/6146	E1	1 credit
Looking After Yourself And Your Home	Y/600/6156	E1	1 credit
HOUSEHOLD SKILLS			
Household Shopping	L/600/6218	E1	3 credits
LEARNING SKILLS			
Using Money	A/504/3478	E1	3 credits
PERSONAL CARE			
Health And Fitness	Y/600/6268	E1	3 credits
PERSONAL DEVELOPMENT			
Self Advocacy	Y/600/6495	E1	3 credits

Additional units could be included in the course to allow students greater flexibility to explore subjects that best suit their situation.

2. Example course title: 'Exploring Work and the Community'

This course will result in learners achieving a **LASER Entry Level Certificate in Independent Living (Living In The Community) (Entry 2)** qualification.

This E2 Certificate course is planned for a group of students exploring the wide range of skills and knowledge involved in independent living and supporting them to make choices and understand the responsibilities of living independently in the community. The units can also build on achievements for those who have already achieved an Award in Independent Living as this suite of qualifications are nested, so units achieved previously can count towards achievement of the Certificate.

UNIT TITLE	OFQUAL UNIT CODE	UNIT LEVEL	CREDIT VALUE
Independent Living	T/600/6147	E2	1 credit
Living in the Community	F/600/6152	E2	1 credit
ACCESSING COMMUNITY FACILITIES			
Accessing Helping Services	D/600/6532	E2	3 credits
EMPLOYABILITY SKILLS			
Looking For Work	Y/504/3827	E2	2 credits
Undertaking An Interview	M/504/3834	E2	2 credits
LEISURE ACTIVITIES			
Gardening for Pleasure	A/600/6442	E2	3 credits
RIGHTS AND RESPONSIBILITIES			
Environmental Issues	D/600/6482	E2	3 credits

Additional units could be included in the course to allow students greater flexibility to explore subjects that best suit their situation.

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2.6 TOTAL QUALIFICATION TIME AND GUIDED LEARNING HOURS

All three Entry Levels have a total qualification time of between 60 and 140 hours and a maximum and minimum recommended Guided Learning Hours (GLH) of the same value:

QUALIFICATION	CREDIT VALUE	MIN / MAX GUIDED LEARNING HOURS	TOTAL QUALIFICATION TIME* (TQT)
All LASER Entry Level Award in Independent Living	6	60/60	60 hours
All LASER Entry Level Certificates in Independent Living	14	140/140	140 hours

* Total Qualification Time represents an estimate of the total amount of time that a learner could reasonably expect to devote to successfully achieving the qualification. Total Qualification Time (TQT) is made up of Guided Learning hours (GLH) and Additional Hours (AH).

* Values for Total Qualification Time, including Guided Learning, are calculated by considering the different activities that Learners would typically complete to achieve and demonstrate the learning outcomes of a qualification. They do not include activities which are required by a Learner's Teacher based on the requirements of an individual Learner and/or cohort. Individual Learners' requirements and individual teaching styles mean there will be variation in the actual time taken to complete a qualification. Values for

Total Qualification Time, including Guided Learning, are estimates.

Some examples of activities which can contribute to Total Qualification Time include

- Independent and unsupervised research/learning
- Unsupervised compilation of a portfolio of work experience
- Unsupervised e-learning
- Unsupervised e-assessment
- Unsupervised coursework
- Watching a pre-recorded podcast or webinar
- Unsupervised work-based learning
- All Guided Learning

Some examples of activities which can contribute to Guided Learning include:

- Classroom-based learning supervised by a Teacher
- Work-based learning supervised by a Teacher
- Live webinar or telephone tutorial with a Teacher in real time
- E-learning supervised by a Teacher in real time
- All forms of assessment which take place under the Immediate Guidance or Supervision of a lecturer, supervisor, tutor or other appropriate provider of education or training, including where the assessment is competence-based and may be turned into a learning opportunity.

2.7 LANGUAGE REQUIREMENTS

This qualification suite is only available in English.

2.8 PROGRESSION OPPORTUNITIES

Learners achieving qualifications at Entry Level 1 can complete the suite at this level or progress to Entry 2 or 3 in relevant subject areas, if it is appropriate for them.

For those achieving at Entry 2 or 3 in Independent Living, it may be appropriate for learners to progress on to courses aimed at developing skills for employment, and LASER offers these qualifications too. For example, Learning, Employability and Progression (LEAP) suite The LEAP qualifications include units that relate to the workplace (as well as to vocational skills that can be acquired and practised in a learning environment).

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3. How the Qualifications are Assessed

3.1 OVERVIEW

The qualifications are assessed by the centre and are subject to LASER's requirements for quality assurance. Once approved as a Laser Centre simply log on to the Quartz Web Portal where you can access a full resource bank of quality information, including the latest LASER Assessment Guidance.

3.2 ASSESSMENT DESIGN

Centres can design and carry out assessments appropriate for the unit and the learners, but before planning or designing assessments, assessors should note the detail in the Ofqual Level Descriptors ([Appendix 1](#)). They contain an overview of the level of knowledge and understanding, application and autonomy that is expected at different levels, and assist assessors in differentiating between them before designing tasks at a particular level. This guidance is important as it makes sure that levels are interpreted appropriately and consistently across the units and centres. To view the units and assessment criteria, please click on the unit title hyperlinks within the tables in [Appendix 2](#).

Note that following the Learning Outcomes and Assessment Criteria for each unit there is Assessment Guidance. Some units will have more guidance to inform the assessment of the unit this must be followed when making assessing learners achievements. Assessment methods must be appropriate to the content and level of the unit. This flexibility means assessors can choose assessment methods appropriate for their learners, and not all learners have to be assessed using the same method. When using a variety of methods, and especially when varying them between learners, assessors must check scrupulously that assessment methods are fair to all learners, without inadvertent disadvantage through the choice of a different assessment method.

LASER's Assessment Definitions² give descriptions of and parameters for all the methods listed in the unit, and are essential reading for assessors because they demonstrate the range of activity possible within a method, and suggest appropriate evidence. Assessors must ensure all assessment criteria are evidenced, although more than one criterion may be evidenced within a specific task.

Assessment must be valid, reliable and sufficient to meet the outcome, and allow transparent authenticity: this means it must be apparent that evidence produced by a learner is the work of the individual learner, even if they have worked in a group. It is recommended that assessments are internally quality assured to meet these standards before they are implemented.

¹ All Approved Centres have access to the Quartz Web Portal

² Once approved as a Laser Centre simply log on to the Quartz Web Portal.

3.3 RECORD KEEPING

LASER also recommends using a [Tutor Assessment Planning Sheet](#)² as this helps to set out the various tasks, their assessment methods and the evidence needed to be produced, in a simple plan that can be shown to the internal quality assurer and LASER Quality and Curriculum Reviewer. It also allows the assessor to set out the options where more than one assessment method could be used for any one task: this information can then be transferred as required to the Individual [Learner Record](#)² for each learner, allowing for some different methods to be used for individual learners, if individualised learning is appropriate. These planning sheets can be customised as centres prefer, as long as all essential information is included.

All assessment methods must be suitably evidenced, and templates² for assessors' use are all available in the Document section of the Quartz Web Portal. Note particularly the use of a group witness or individual witness statement, to be used in conjunction with a list of questions or discussion prompts, or sample recordings, when the methods 'group discussion' or 'oral question and answer' are used.

It is acceptable for the evidence to be held in a mixture of places, for example in a learner file and/or tutor file or on an intranet using a specific learner programme. If this is the case, it must be clear for each learner precisely where the information is held, by using one record sheet such as the Individual Learner Record, and that the evidence is complete. Electronic evidence must be available to LASER Quality and Curriculum Reviewers when requested.

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4. Special Arrangements for Learners with Particular Requirements

For information on special arrangements please refer to the LASER policy document [Access to Fair Assessment](#)². This gives clear guidance on the reasonable adjustments and arrangements that can be made to take account of disability or learning difficulty without compromising the achievement of the assessment criteria.

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5. Tutor/Assessor/Internal Quality Assurer Requirements

LASER recommends tutors, assessors, and internal quality assurers are appropriately qualified and experienced in line with any minimum industry requirements. It is also a requirement that all tutors, assessors, and internal quality assurers have a clear and complete understanding of the subject matter. All staff involved in the delivery of the qualification should have, or be working towards, a relevant teaching/assessing/quality assurance qualification.

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² Once approved as a Laser Centre simply log on to the Quartz Web Portal.

6. Quality Assurance of the Qualifications

Approved centres must implement the internal quality assurance arrangements detailed in the **LASER Centre Handbook**. To access this simply log on to the Quartz Web Portal. The LASER Quality and Curriculum Reviewer will regularly monitor compliance with these requirements. The LASER Quality and Curriculum Reviewer will report on the progress of any agreed actions for quality improvement.

In brief, centres delivering LASER qualifications must have internal quality assurance systems to underpin the valid delivery of the qualification. Internal quality assurance is the process by which the centre regularly samples and evaluates its assessment practices and decisions, and acts on the findings, to ensure consistency and fairness. It involves two key processes: quality assurance and standardisation, and is done by one or more internal quality assurers.

Systems do vary between centres according to their particular situation, for example practices that work in a large centre are not necessarily effective in a smaller one. However there must be:

- an appropriate quality assurance system in place, and
- evidence the system is implemented effectively.

The outcome of the internal quality assurance process is the recommendation of award of credit to learners (RAC). There are two ways credit can be awarded to learners: by a LASER Quality and Curriculum Reviewer or by a member of staff at the centre who has been approved by LASER to hold Direct Claims Status.

6.1 DIRECT CLAIMS STATUS

Direct Claims Status (DCS) can be awarded when a centre has one or more Approved Internal Quality Assurers (AIQA/s) for the appropriate sector or course(s). These centres can claim the award of credit directly from LASER. An application for **DCS** must be made by the individual holding AIQA status and must show evidence of good internal quality assurance practice at the centre for which the application is made. When an AIQA leaves an organisation, DCS does not automatically continue for that centre nor can it be automatically transferred for the individual to any new centre. An application must be made in conjunction with the new centre.

AIQA and DCS status is monitored by the LASER Quality and Curriculum Reviewer and can be withdrawn by LASER at any time if quality systems are not effective.

Assessment must be valid, reliable and sufficient to meet the outcome, and allow transparent authenticity: this means it must be apparent that evidence produced by a learner is the work of the individual learner, even if they have worked in a group. It is recommended that assessments are internally quality assured to meet these standards before they are implemented.

6.2 STANDARDISATION

LASER holds regular standardisation events to make sure there is consistent application of assessment. Centres are required to contribute to LASER's programme of standardisation and also to carry out appropriate internal standardisation.

LASER holds standardisation events on a rolling basis to make sure comparable standards are being achieved year on year and there is a consistency of delivery and assessment across centres. LASER Quality and Curriculum Reviewers will identify samples of learners' work that they want to retain for standardisation purposes during quality assurance visits. Where an AIQA is in place they will identify samples of learners' work to submit to national standardisation events. Centres are required to retain records of the assessment and internal quality assurance processes to contribute to standardisation events.

Standardisation activities also include opportunities for networking and sharing of resources, together with regular information about new or replacement units. Centres are recommended to attend these annual meetings, in addition to centre visits by LASER Quality and Curriculum Reviewers. Centres are encouraged to support LASER to maintain and improve the quality and effectiveness of all Ofqual regulated qualifications and constructive feedback and comments are actively encouraged.

6.3 RETAINING EVIDENCE

For all qualifications, centres must retain complete and accurate records for at least three years from the end of the academic year to which they relate. These records must be made available to LASER and/or Ofqual on request.

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Appendix 1: Ofqual Level Descriptors at Entry Level

LEVEL	KNOWLEDGE (THE HOLDER)	SKILLS (THE HOLDER CAN)
Entry Level 1	Progresses along a continuum that ranges from the most elementary of achievements to beginning to make use of knowledge and/or understanding that relate to the immediate environment.	Progress along a continuum that ranges from the most elementary of achievements to beginning to make use of skills that relate to the subject or the immediate environment.
Entry Level 3	Has basic knowledge or understanding of a subject and/or can carry out simple, familiar tasks; and Knows the steps needed to complete simple activities.	Carry out simple, familiar tasks and activities. Follow instructions or use rehearsed steps to complete tasks and activities.
Entry Level 3	Has basic knowledge and understanding to carry out structured tasks and activities in familiar contexts; and Knows and understands the steps needed to complete structured tasks and activities in familiar contexts.	Carry out structured tasks and activities in familiar contexts. Be aware of the consequences of actions for self and others.

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Appendix 2: Unit List

Please click below for the Unit Lists:

LASER Entry Level **Award** in Independent Living (**Entry 1**)

OFQUAL CODE: 601/7209/5



LASER Entry Level **Certificate** in Independent Living (**Entry 1**)

OFQUAL CODE: 601/7212/5



LASER Entry Level **Award** in Independent Living (**Entry 2**)

OFQUAL CODE: 601/7210/1



LASER Entry Level **Certificate** in Independent Living (**Entry 2**)

OFQUAL CODE: 601/7213/7



LASER Entry Level **Award** in Independent Living (**Entry 3**)

OFQUAL CODE: 601/7211/3



LASER Entry Level **Certificate** in Independent Living (**Entry 3**)

OFQUAL CODE: 601/7214/9



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