

Introduction**What is this unit about?**

Enable individual learning through coaching.

Who is this unit for?

This unit is appropriate for you if your role involves using coaching as a way of encouraging individual learning.

Principles and values

You must work within the principles and values of the sector in order to achieve this unit.

The activities you are likely to be involved in:

- Identifying individual needs and learning styles
- Choosing the manner and speed of coaching
- Checking on the progress of learners
- Giving feedback to learners
- Reviewing the potential for e-learning support for learners
- Helping learners to apply their learning
- Giving ongoing support to learners

Content of unit

The elements are:

1. Coach individual learners
2. Assist individual learners to apply their learning

Place in the NVQ/SVQ framework

This unit is a group 2 option unit in the Level 3 NVQ/SVQ in Children's Care, Learning and Development.

Origin of unit

This unit originates from National Occupational Standards for Learning and Development developed by ENTO where it appears as Unit L12.

Links to Key and Core Skills

This unit may provide evidence for the following:

Key Skills	Core Skills
Communication: 1.1, 3.2, 3.3	Communication: Intermediate 2
Working with others: 3.1, 3.2, 3.3	Working with others: Intermediate 2

CCLD 344**Enable individual learning through coaching**

<u>The National Standard</u>	
Element CCLD 344.1	<u>Coach individual learners</u>
Performance criteria	
This is the national standard which you must meet:	
<ol style="list-style-type: none"> 1. Identify individual needs and learning styles 2. Choose a style of coaching which meets the learning objectives of the organisation 3. Coach in a manner and at a speed which is appropriate to learners 4. Analyse the skills needed and the order they need to be learned in 5. Regularly check that learners are making progress towards learning outcomes 6. Give learners positive feedback on the learning process 7. Alter coaching in the light of learners' progress and feedback 8. Identify anything that prevents learning and review this with learners 	

<u>The National Standard</u>	
Element CCLD 344.2	<u>Assist individual learners to apply their learning</u>
Performance criteria	
This is the national standard which you must meet:	
<ol style="list-style-type: none"> 1. Give learners the opportunities to practise skills, apply their knowledge and get experience in a structured way 2. Consider using technology-based support for learners, including e-support 3. Identify opportunities for learners to achieve agreed learning objectives and give them positive feedback on their progress 4. Identify opportunities to use different learning opportunities and agree action with learners 5. Give learners clear and accurate information on the resources available to help them apply their learning 6. Give learners positive feedback on the learning experience and the outcomes achieved 7. Identify anything that prevents learning and review this with learners 8. Explain to learners the ongoing support that is available to them 	

What you must know and understand

To be competent in this unit, you must know and understand the following:

344K01	How to match coaching opportunities to individual learning needs and objectives
344K02	How to put information in order and decide whether the language you will be using is appropriate for individual learners

344K03	The separate areas of coaching which encourage learning
344K04	Which types of learning are best achieved and supported through coaching
344K05	How to identify the opportunities available for learners to apply their learning
344K06	How to put learners at their ease
344K07	How to identify individual learning needs
344K08	What the different learning styles are and how they affect learning
344K09	How to identify and use different learning opportunities
344K10	How to structure learning activities
344K11	How to choose and prepare appropriate materials, including technology-based materials
344K12	How to encourage learners to recognise their own achievements
344K13	How to recognise the things that are likely to prevent learning and how to overcome them
344K14	How to check learners' understanding and progress
344K15	How to make sure that everyone acts in line with health, safety and environmental protection legislation and best practice
344K16	How to analyse and use developments in learning and new ways of delivery, including technology-based learning