

9<sup>th</sup> December 2009



FAO Secretaries of County Associations

Dear Sir/Madam,

## **HEALTHY BEES – NOMINATIONS FOR TRAIN THE TRAINER PROGRAMME**

As reported in the Healthy Bees Quarterly Newsletter for October (copy attached), the Project Management Board has agreed that raising husbandry standards, through education and training of beekeepers, is a key priority for implementing the Healthy Bees Plan.

The Board has agreed the first phase of the Healthy Bees husbandry and education work programme covering October 2009 to March 2010 (see October Newsletter for further details). One of the elements of the first phase is to make available and fund formally recognised 'train the trainer' courses to interested and competent beekeepers who are regular or aspiring trainers of other beekeepers.

The Board regards the provision of this training as an important first step towards raising beekeeping husbandry standards, as the training would help ensure that trainers of beekeepers improve their skills for delivering practical as well as theoretical courses and demonstrations. Improving trainers' skills and their understanding of the different ways that students learn, will lead to better and more effective learning experiences for beekeepers and improved beekeeping standards.

We have identified the City and Guilds award on preparing to teach in the lifelong learning sector (C&G 7303) as an appropriate 'train the trainer' course to meet the Board's needs. This is offered by many colleges and other learning providers in England and Wales. In many cases, the course is delivered one evening or afternoon per week over 11 -15 weeks and is sometimes run 3 times per year (see Annex A for further details content and assessment and a link to link to City and Guilds website which includes a search tool using post codes through which you can search for 7303 in your local area. They also advise that students need to check with individual centres as some, although registered with City and Guilds, may not in fact offer the course).

The Board recognises the role of the BBKA, WBKA as well as the NDB in providing education and training of beekeepers. For example, I recently attended BBKA's education forum where delegates emphasised the importance of continuous learning for beekeepers and improved competence. This is, not surprisingly, entirely consistent with the education and training aspirations of the Healthy Bees Plan.



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**I'm pleased therefore to be able to offer your county association the opportunity for at least one of your regular or aspiring trainers, who provide training on bee husbandry and are competent beekeepers, to take up the City and Guilds course (C&G 7303) at a learning centre/college in their local area.**

Payment of course fees would be through the Healthy Bees Plan. We would cover the cost of course fees up to a limit of £300 per student. Please note: we will not cover the cost of any expenses associated with the course, such as travel and books or materials.

The allocation of training places to each county association will be as follows:

- Counties with 200 or fewer members will be offered one training place;
- Counties with anywhere between 201 and 400 members will be offered 2 training places;
- Counties with anywhere between 401 and 600 members will be offered 3 training places;
- Counties with anywhere between 601 and 800 members will be offered 4 training places;
- Counties with anywhere between 801 and 1000 members will be offered 5 training places.

The fees charged for this course vary from college to college, for example Myerscough College in Preston charges £260 for 15 weeks part time, Exeter College charges £218 for 12 weeks part time, and Leeds College £260 for part time.

As this initiative is through the Healthy Bees Plan, we would expect those who take up this offer to be committed to the Plan's aims and objectives, and ideally to be registered on BeeBase, given its importance as a resource for beekeepers and for diseases control.

It is possible that some of your nominated trainers may be unable to find a local part time C&G 7303 course and/or would prefer to take an intensive 4 or 5 days C&G 7303 course instead of a part time course. In either event, please let us know (on the form at Annex B) and we will discuss further with the Board to identify alternative options.

If you wish to accept this offer (and we really hope that you will), I'd be grateful if you would email [beehealthinfo@fera.gsi.gov.uk](mailto:beehealthinfo@fera.gsi.gov.uk) by 7 January 2010:

- (i) confirming whether your association accepts; (and, if it does),
- (ii) nominating those from your county association who are willing to take up this training (NB – the number of nominees you may submit to Fera will be within the limits set above). You will need to send us a short statement in support of each nomination, as the basis for us to assess and confirm their inclusion in the Healthy Bees Train the Trainer programme. We would encourage nominations from a diverse range of people. Guidance on what to cover in the short statement and a form for this purpose (for each nominee to complete) is given in Annex B.
- (iii) identifying the local learning centres/colleges at which your nominees would propose to enrol and details of the course fees. [NB: if any of your nominees are not able to identify a local college offering the C&G 7303 course or would prefer to attend an intensive 4 or 5 days C&G course, please let us know on the form at Annex B].

**Once we have written to you confirming your nominees and that we will pay their fees**, the nominees would be expected to enrol on the training course locally before the end of March 2010, so that invoices are received by Fera before end of March 2010. We would expect to write to you by mid-January to confirm that your nominees can proceed with enrolment and to explain in more detail how we would pay the fees to the local college/learning centre.

I'm writing along similar lines to other beekeeping associations in England and Wales, to the Chair of the NDB and to the Bee Farmers Association. I'm also sending copies to Ivor Davies and Chris Deaves of the BBKA and to Lynfa Davies of the WBKA.

Yours faithfully,



Helen Crews

### **Chair of Healthy Bees Project Management Board**

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## Information from City and Guilds about their award on preparing to teach in the lifelong learning sector (C&G 7303)

[http://www.cityandguilds.com/documents/ind\\_education\\_teaching/7303-ptlls-info.pdf](http://www.cityandguilds.com/documents/ind_education_teaching/7303-ptlls-info.pdf)

### What is the Award structure?

The 7303 Award is **one unit**, comprising **five** sections based on the teaching/training cycle. The five sections cover candidates' understanding of:

- their own role, responsibilities and boundaries of role in relation to teaching;
- appropriate teaching and learning approaches in the specialist area;
- session planning skills and demonstration of those skills;
- how to deliver inclusive sessions which motivate learners;
- the use of different assessment methods and the need for record keeping.

It has a value of **six credits** on the new Qualifications and Credit Framework (QCF), and consists of 30 contact and 30 non-contact hours.

### How will the qualification be assessed?

Candidates are required to complete two assignments, one theory and one practical, to be achieved at level 3 or level 4.

The assignments are broken down into smaller assessment tasks, which have an emphasis on creative and 'hands-on' learning.

#### Note:

Colleges who are registered with City and Guilds to offer this course can be found at <http://www.cityandguilds.com/uk-home.html> which includes a search tool using post codes through which you can search for 7303 in your local area.

City and Guilds advises that anyone interested in this course should confirm with the centre as City & Guilds can take no responsibility for any cancellations or the withdrawal of courses by the centre.

Guidance on supporting statement on each nomination

**PLEASE WOULD EACH NOMINEE COMPLETE FORM PROVIDED BELOW AND RETURN IT TO THE ASSOCIATION'S SECRETARY WHO WILL SEND IT TO FERA**

The statement should include basic information – name, beekeeping association, number of members, college and course they have identified and fees charged. And:

Section 1:

- a short description of the nominee's beekeeping background (eg, number of years as a beekeeper, number of hives managed).
- (if possible) endorsement by a third party (such as your local Master Beekeeper or Bee Inspector) who confirms that the nominee is a competent beekeeper.
- BeeBase registration number.
- whether they have any specific beekeeping qualifications, such as the BBKA Basic Qualification. Note: whilst we would welcome nominees with BBKA Qualifications, those without any formal beekeeping qualification are also eligible to be nominated by their local association.
- have a minimum level of achievement in English (say GCSE grade C or equivalent).
- confirm that they have a minimum level of training to deliver either during the course, or once the course is complete (minimum of 10 hours).

Section 2:

Each nominee should provide a short statement on their expectations of the course, their personal aims, and a list of the beekeeping courses on which they are booked (or expect to be booked) to deliver training during 2010 and 2011.

## Healthy Bees Train the Trainer Programme - supporting statement for each nominee

### Personal information

Name:		Name of beekeeping association to which I belong (eg, NDB, BFA, BBKA County Association etc):  State number of members served by your association:	
Are there any part time C&G 7303 courses available locally? Yes or No:  If yes, please name the local college/learning centre at which you wish to take this course, the fees charged per student, and start date:			
College:	Fees:		Start date:
If there are no local part time courses, would you be willing to take an intensive 4 to 5 day C&G 7303 course (if this could be arranged)? Yes or No:			

### Section 1

My beekeeping background (eg, number of years as a beekeeper, number of hives managed)	
(if possible) endorsement by a third party who confirms that I am a competent beekeeper.	Endorsed by:
BeeBase registration number	
Beekeeping qualifications (note: formal beekeeping qualifications are not essential for you to take part in this programme)	
As courses will be taught in English, please confirm whether your first language is English.	English is my first language: Yes or No  If no, please confirm your level of achievement in English (eg, GCSE grade C or equivalent):

### Section 2

Short statement on my expectations of, and personal aims from the course	
Number of beekeeping courses on which I am booked (or expect to be booked) as a trainer during 2010 and 2011	
Signed	Date

