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| Z:\QA\Logos\ctg.jpg | **CENTRAL TRAINING GROUP** |

**Curriculum Policy 2018-2019**

**MISSION STATEMENT**

* Central Training is an innovative and high quality-learning provider, committed to the continued improvements of learners and employee skills. We aim to:
* Provide learners with the best possible level of teaching, assessment, information, advice and guidance to enable them to progress well and achieve their learning goals through strong leadership and management
* Ensure that all learners and employees improve their English and Maths through rigorous training and curriculum development
* To review the service that we provide to our learners and employers by continually encouraging an open and self-critical environment
* Encourage creativity and innovation from staff
* Promote lifelong learning with learners, staff and employers

**OUR VISION**

We aim to be recognised as one of the leading Learning Providers in the UK for youth and adult education programmes by delivering an ‘Outstanding’ service to our learners and employers and striving to continually improve our learners’ progress and successes.

**‘BREAK THE BARRIERS – LIVE THE DREAM’**

**OUR VALUES**

**Team Work**

Support, listen and respect one another, whilst working together towards achieving company objectives and by making Central a fun and enjoyable place to work.

**Safeguarding**

Ensure that the health, safety and well-being of our learners and staff is at the heart of the company.

**British Values**

Rigorously promote and encourage learner and staff awareness of British Values, avoiding radicalisation of any kind and ensure an in-depth awareness of their rights relating to Equality and Opportunity.

**Customer satisfaction**

Uphold the highest integrity with openness and honesty at all times, by doing what we say we will, without compromising on quality whilst meeting customers’ needs.

**Business success**

Employees that use initiative take ownership for the company, its customers and colleagues, have the passion, and drive to achieve effective results.

**Personal development**

We value learning and take responsibility to gain the required development in meeting our learners’ needs. Therefore, personal development, feedback, coaching and mentoring are core principles at Central.

**Introduction**

**The aims of Central Training Group Curriculum**

Underpinning the curriculum framework is the Central Training Group ethos of supporting and encouraging learners to enable them to reach their full potential with emphasis on the following areas:

**Personal Development, Behaviours and Attitude**

Personal development is the backbone of courses at Central. Learners are set targets to increase their personal development to encourage growth in confidence, resilience, optimism, professionalism, self-control and attitude.

At Central, the working relationships between staff and learners and peers is one of respect. An integral element of learner personal development is the learners’ understanding of the fundamental British values, including democracy, rule of law, individual liberty, and mutual respect and tolerance of those with different faiths and beliefs and how these fit within our cultural society. These values and attitudes are integral not only in the teaching of the curriculum but also specifically promoted in ‘Thought of the Day’ discussions and communications between staff, learners, employers and clients.

**Social and Cultural Responsibility**

Learners will develop a sense of social responsibility and to be mindful of their role in the community and towards each other, their role in society and in the global environment, which will encourage consideration, mindfulness and respect. Opportunities to develop social and cultural responsibility are a key area of learning programmes at Central.

**Independence**

Learners will develop independence and are encouraged to take responsibility for their own learning and development. By gaining the confidence to be independent, learners are able to demonstrate initiative, take ownership and feel satisfaction in what they have achieved. Learners are strongly encouraged to develop self-study techniques and broaden their learning to include additional skills that will stretch and challenge them and enable them to reach their full potential.

**Excellence**

Learners at Central are encouraged to pursue personal excellence, aspiring learners to complete everything to as higher standard as possible, which will develop a sense of justifiable pride, ambition and sense of achievement.

At Central, we define excellence as the development of learner potential. Thus, our curriculum facilitates the attainment of high standards in learning, achievement and behaviours.

Central take pride in an individualised approach, which allows every learner to thrive and make progress. The most able are encouraged to broaden their learning while those who need additional support have it built into their programme, rather than as an ‘add-on’.

**Curriculum Strategy**

The curriculum is planned, implemented and monitored by the Senior Management Team via Board and Planning Meetings. This curriculum process is overseen by the Non-Executive Director to ensure oversight.

**Intent**

At Central, the Intention of our curriculum aim is to ensure that learners progress via good quality education and this means that they know and remember more and gain knowledge as they advance through their learning programme. Learning at Central is about more than solely achieving qualifications, individuals will gain a wealth of knowledge and experience gained through both their learning and personal development. This rounded experience prepares the learner for future learning, gaining and sustaining employment as well as moral preparation for the society with live in. All learners start their educational journey at Central with individual Information, Advice and Guidance interviews that ensure that their learning programme is appropriate for each individual and their career aspirations. Any support requirements are identified to ensure that learners are able to reach their full potential.

**Implementation**

The Curriculum is implemented, and delivered by qualified, industry experienced teaching staff who work to develop learners to their full potential by using proven teaching practices. All teaching staff continue their own professional development. Teachers are highly skilled in motivating their learners to progress, gain skills, experience and knowledge that will aid their personal development as well as the ability to achieve qualifications. Both formative and summative assessments create the basis for setting learning targets alongside those for personal development, behaviours and attitude.

Teachers present their subjects using a variety of formats; demonstrations, theoretical, practically and by promoting discussion. Learners’ understanding is checked by questioning, marking of work and provided by direct feedback and written comments. By using a systematic approach the curriculum is designed to ensure that learners remember the information and know how to apply this knowledge into working practices.

**Impact**

The impact of the curriculum will be judged by the retention of learners, feedback from learners as well as programme and qualification success rates. The impact will also be demonstrated by positive learner progressions and destinations into further education, employment or training.

This policy will be reviewed August 19