



# The Higher Professional Diploma in Learning Disability Services

City & Guilds Higher Level Award 4456



## ARC Training Consortium

Expand, Enhance, Improve



INVESTOR IN PEOPLE

# Professional development for managers



Holding a management role within a learning disability service is a demanding responsibility.

- It's a role that constantly evolves: managers need the opportunity both to update their knowledge and to reflect on how they carry out their work.
- It's a role that must combine strategic thinking with person centred approaches, blending business skills, leadership and sensitive values.

The Higher Professional Diploma in Learning Disability Services is an innovative new award, designed to meet the learning needs associated with this role. It offers managers of learning disability services an in-depth route to personal and professional development within their chosen specialism.

## What is the award?

- The Higher Professional Diploma in Learning Disability Services (HPD) delivers and recognises specialist learning for managers and other senior workers in learning disability services, at vocational Level 4.
- The HPD is also recognised at Higher Education Level One. The full award carries 120 CATS points, equivalent to year 1 of an Honours degree or Foundation degree. Each single unit carries 10 CATS points.
- The award is knowledge-based (ie, it focuses on learning and the application of learning through reflective practice, rather than on evidence of competence). It is the Level 4 qualification within the Learning Disability Awards Framework.

## About us

The ARC Training Consortium (ATC) is one of the largest assessment centres for the Care Sector in the UK. Approved by City & Guilds, we are unique in that we specialise in supporting providers of learning disability services.

The ATC is a part of the Association for Real Change (ARC), a membership organisation which supports providers of services to people with a learning disability. ARC is a registered charity and has been operational for over 20 years. Our longevity means that we have increased knowledge of and sensitivity to the issues surrounding the learning disability sector.

Our HPD tutors have been carefully selected for their specialist knowledge of the subjects they deliver.



## Who is ARC's programme for?

- The ARC programme is designed to meet the needs of those in management roles within learning disability services, particularly those working at a senior level. This may include 'area managers' and 'service managers', or those planning to move into such roles in the future.
- The programme is suitable for managers in any service setting where people who have learning disabilities are supported. Some participants may be Registered Managers, but not all will be. The programme will explore areas shared by all managers in learning disability services, whatever the nature of the support their service provides.
- There are no specific qualifications needed for entry onto the programme. Learners simply need to be working in a learning disability management role. Knowledge gained through the HPD can be transferred directly into assessment for the RMA, if required.

## Delivery options

### Standard

ARC offer the full HPD programme as a part-time course spread over 2 years. It is a delivered learning programme with tutor support throughout. There is an average of 2 structured learning days per month, in a 'term-time' pattern.

### Customised

We are also able to offer customised programmes to meet the needs of organisations. These will consist of clusters of units selected by the organisation and delivered in a pattern agreed with them. Customised programmes are likely to be drawn from the units detailed here. However, further options are available within the HPD and may be included by arrangement.

## How is the programme structured?

- A programme of structured learning days explores key areas in learning disability management and provides guidance on assessment.
- Most units are taught in a 3-day model, incorporating learning delivery, guided study time and feedback on assignments.
- Where units are inter-linked, this 3-day model is adapted so that content can be integrated in the most helpful way.
- Learning continues in the workplace and in learners' own time, through the application and extension of learning.

Tutor guidance is available to ensure individual learning needs are met.



## Assessment

Each unit is assessed by a short assignment, covering all outcomes and content of the unit, often with application to the learner's own situation. An opportunity for additional self-directed learning also exists, which can lead to 'merit' or 'distinction' grades.

## What resources will be available?

- Tutors with specialist expertise
- Written texts to support each unit
- Bibliography/resource list for each unit
- Recommended core texts for purchase
- Access to loaned resources
- Telephone/email/website support

## Programme outline – full award

- Personal development and reflective practice
- Understanding learning disability services
- Team development & performance management
- Communication systems
- Person centred planning
- Safe practice and protection from harm
- Managing financial resources & business planning
- Organisational change
- Systems and structures that promote rights, responsibility and diversity
- Quality improvement processes



## Further Information

For further information and details of the course including costs, please contact:

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