



Early Years Sector-Endorsed Foundation Degree / Diploma of Higher Education (Scotland)

E210 Extending professional practice in the early years

E210 Agreement with Confirmer Form

Please read the information overleaf before filling out this form. You **MUST** keep a copy of this form.

DO NOT return this form with your Registration Agreement. It will be submitted as your first TMA.

Please complete this form using **BLOCK CAPITALS**

Student details	Full Name:	Student PI Number:
JobTitle/role:	Age(s) of children worked with:	
Student signature:	Date:	

Confirmer details	Full Name (incl Title):	
	Position/role in workplace (if relevant):	
Telephone (direct line of confirmer):	E-mail:	
Address of Confirmer's workplace:		
Postcode:	Preferred initial contact method: Letter / E-mail	
Type of work setting (e.g. childminder, school):		
Brief description of how student's practice is known to me:		

Confirmer declaration:

I am 'independent' from the above named student, and willing to take on the responsibility of checking the evidence that this student intends to submit as part of their assessed work for E210 and to indicate whether or not that evidence accurately reflects practice undertaken by the student in the above setting with children aged from 0 to 7 years.

I understand that the Open University will keep the details given above and they or their representative may use them to contact me to confirm their authenticity and in connection with the work of this student.

Confirmer signature: _____ Date: _____

Please print name: _____

Remember: Do not send this form back with the registration documents. Instructions for returning it after the module starts will be included with the E210 assessment materials.

Completing the E210 Agreement with Confirmer Form

The student has received information about the module pre-requisites they must meet and about how and who needs to fill in the form. Please check your details, and complete the section explaining briefly how the student's practice is known to you. Then, having read the "Confirmer declaration", sign and date the form at the bottom where indicated. The rest of the form should already have been filled in. **NB** You will be asked to complete a further Agreement with Confirmer form towards the end of the module as part of our quality assurance process.

What does confirming the evidence involve?

Confirmation involves verifying that the student has done what they have claimed within the work they submit for assessment.

There are seven Professional Practice learning outcomes for E210, that cover core areas of early years knowledge and skills. During their study of this final module in the Foundation Degree/DipHE the student has to :

- document relevant key evidence for these learning outcomes in their Practice Evidence File;

There are points during the module when the student is asked to select and submit evidence to support and validate discussions within their written assessed work. The student will ask you to look at their evidence and to sign/comment on relevant Recording Form(s).

As the "Confirmer" you will be asked to verify, and testify, that the:

- key evidence exists in the student's Practice Evidence File;
- evidence is based on the student's practice and relates to working with children aged 0 to 7 years in the stated setting.

No judgement about the quality of the evidence you scrutinise is required.

Who are appropriate people to confirm the student's work?

The 'confirmer' must have personal knowledge of the student's everyday practice, preferably someone who has an official status, such as a line manager, though this may not always be possible. 'Confirmers' must be independent of the student (i.e. not related) and must not be another student studying this module..

Setting type	Examples of people who might be able to confirm your evidence
Childminder	Student's network coordinator, QA scheme assessor or another childminder who knows their work well
Nanny	The parents employing the student or another practitioner who knows their work well
Pre-school/Playgroup	Playgroup leader, or senior co-worker
Out-of-school club (3-7 years)	Club organiser, co-worker
Children's Centre/Day Nursery	Team leader, line manager, co-worker
Nursery/Primary (3-7 years) School	Team leader, line manager, class teacher