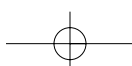


JARGON BUSTER

9

Jargon
buster



- **anti-discrimination**

Taking positive steps to ensure that you do not discriminate against someone because of their race, culture, ethnic group, religion or sexual orientation.

- **anti-social behaviour**

Inappropriate behaviour, such as fighting or using offensive language.

- **behaviour management plan**

Statement prepared by the LEA detailing the arrangements for the education of a child with behavioural difficulties.

- **behaviour support strategies**

Principles and procedures agreed by the senior management of the school for promoting positive pupil behaviour.

- **best practice**

A specific example of good work by an individual or an organisation used as a model for others.

- **circle time**

Time when pupils sit in a circle and discuss progress and problems with the teacher

- **classroom resources**

Anything used in a classroom, from pencils to computers.

- **cognitive skills**

Thinking and understanding skills.

- **curriculum**

What is taught in schools.

- **development objectives**

Goals for professional development.

- **differentiated activities**

Activities that have been tailor-made to meet the particular needs of an individual pupil or group of pupils, while still covering the same area of learning that the rest of the class are studying.

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- **EAL**
English as an additional language.
- **EMA**
Ethnic minority achievement.
- **equal opportunities**
The principle whereby everyone has the same rights regardless of age, race, culture, ethnic background, or sexual orientation.
- **ESL**
English as a second language.
- **E2L**
English as a second language.
- **good practice**
A specific example of an individual or an organisation working well, used as a model for other people in that profession to copy.
- **governing body**
The group of individuals, including teachers and parents, who have ultimate responsibility for the way a school is run.
- **home language**
A pupil's first language.
- **ICT**
Information and communication technology, e.g. computers.
- **inclusive education**
Education which includes all children, including those with special needs or disabilities.
- **individual education plan**
Plan drawn up for a child with learning difficulties that sets out programmes of work, targets, review dates and arrangements for parental involvement.
- **in loco parentis**
Legal term meaning "in place of parents".

- **learning activities**
Tasks designed to promote learning.
- **learning environment**
Anywhere that learning takes place, e.g. classroom.
- **learning objective**
The purpose behind a learning activity.
- **learning outcome**
The result of a learning activity.
- **learning strategies**
An activity designed to help a pupil learn, e.g. questioning.
- **literacy**
Reading and writing effectively.
- **model of performance**
A set of guidelines for the way a job should be done.
- **National Curriculum**
Model of what should be taught in all state schools.
- **non-contact time**
Time when a teacher is not working directly with pupils, e.g. time set aside for marking or preparing lessons.
- **numeracy**
The ability to use numbers, including performing the four basic mathematical operations – adding subtracting, multiplying and dividing.
- **NVQ**
National Vocational Qualification.
- **OFSTED**
Office for Standards in Education, the body that inspects schools.

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- **peripatetic**

Not based in one building.

- **phonics**

The sound letters make when used together.

- **positive reinforcement**

Using praise and encouragement to reinforce learning.

- **postholder**

Primary school teacher with responsibility for a particular subject.

- **rising five**

A pupil who will be five years old in that particular school term.

- **scheme of work**

Series of learning activities planned to take place over a set period of time.

- **SENCO**

Special Educational Needs Co-ordinator.

- **statement of special needs**

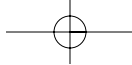
Issued by a Local Education Authority after a school has referred a pupil to them for assessment, a statement of special needs specifies the special educational provision that a pupil should have and the type of school he or she should attend.

- **SVQ**

Scottish Vocational Qualification.

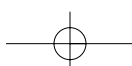
- **target language**

Additional language a pupil needs to learn.



10

Complete list of units of competence for NVQ levels 2 & 3



COMPLETE LIST OF UNITS OF COMPETENCE FOR NVQ LEVELS 2 & 3

10.1**Level 2****Mandatory units**

- Help with classroom resources and records
- Help with the care and support of pupils
- Provide support for learning activities
- Provide effective support for your colleagues

Optional units (Choose three of the following)

- Support literacy and numeracy activities in the classroom
- Contribute to the management of pupil behaviour
- Support the maintenance of pupil safety and security
- Contribute to the health and well-being of pupils
- Support the use of ICT in the classrooms

10.2**Level 3****Mandatory units**

- Contribute to the management of pupil behaviour
- Establish and maintain relationships with individual pupils and groups
- Support pupils during learning activities
- Review and develop your own professional practice

Optional units

(Choose one from each group plus any two others)

Group A

- Assist in preparing and maintaining the learning environment
- Contribute to maintaining pupil records
- Observe and report on pupil performance
- Contribute to the planning and evaluation of learning activities

COMPLETE LIST OF UNITS OF COMPETENCE FOR NVQ LEVELS 2 & 3

Group B

- Promote pupils' social and emotional development
- Support the maintenance of pupil safety and security
- Contribute to the health and well-being of pupils
- Provide support for bilingual/multilingual pupils
- Support pupils with communication and interaction difficulties
- Support pupils with cognition and learning difficulties
- Support pupils with behavioural, emotional and social development needs
- Provide support for pupils with sensory and/or physical impairment

Group C

- Support the use of information and communication technology in the classroom
- Help pupils to develop their literacy skills
- Help pupils to develop their numeracy skills
- Help pupils to access the curriculum

Group D

- Support the development and effectiveness of work teams
- Develop and maintain working relationships with other professionals
- Liaise effectively with parents