Ascentis Pre-Entry Level Award in Addition and Subtraction

Specification

Start Date:	01/08/2022
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Certification Review Date:	31/07/2029

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SUMMARY OF CHANGES

Version and Date	Change Detail	Section
V2 02/02/2026	Reference to Quartweb removed and replaced with Parnassus	Page 10
V2 02/02/2026	AI statement added	Page 9

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ABOUT ASCENTIS

Ascentis was originally established in 1975 as OCNW, a co-operative scheme between Universities and Colleges of Further Education. Ascentis was the first 'Open College' in the UK and served the needs of its members for over 34 years. Throughout this period, OCNW grew yet maintained its independence in order that it could continue to respond to the requirements of its customers and provide a consistently high standard of service to all centres across the country and, in recent years, to its increasing cohorts of overseas learners.

In 2009 OCNW became Ascentis – a company limited by guarantee and a registered educational charity.

Ascentis is distinctive and unusual in that it is both:

- **an Awarding Organisation** regulated by the Office of Qualifications and Examinations Regulation (Ofqual, England), Council for the Curriculum, Examinations and Assessment (CCEA, Northern Ireland) and Qualifications Wales

and

- **an Access Validating Agency (AVA)** for 'Access to HE Programmes' licensed by the Quality Assurance Agency for Higher Education (QAA).

Ascentis is therefore able to offer a comprehensive ladder of opportunities to centres and their students, including Foundation Learning, vocational programmes and progressing to QAA recognised Access to HE qualifications. The flexible and adult-friendly ethos of Ascentis has resulted in centres throughout the UK choosing to run its qualifications.

ASCENTIS CONTACT DETAILS

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Company limited by guarantee. Registered in England and Wales No. 6799564. Registered Charity No. 1129180

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ASCENTIS PRE-ENTRY LEVEL AWARD IN ADDITION AND SUBTRACTION

Introduction

This Award offers a flexible approach to assessment, with defined terms and content. It allows learners to practise the underpinning essential skills for working with number and understanding the concepts of addition and subtraction.

There are several features of this qualification that make it very appropriate for its target learners:

- Verification and certification can be offered throughout the year, allowing maximum flexibility for centres
- The qualification can be delivered in a range of settings
- Each unit is internally assessed
- Assessments are internally marked by centre assessors, internally verified by the centre and then externally verified by Ascentis
- Assessment dates are determined by the centre, not Ascentis

Aims

The aims of the qualification are to enable learners:

To begin their numeracy studies with confidence
To develop basic underpinning skills in addition and subtraction
To be able to progress onto further study

Target Group

This qualification is aimed at a range of learners, including those who have had little interaction with numeracy and learners who may have had little or no experience of formal learning.

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Rationale for the Rules of Combination

Learners must complete the mandatory unit in order to gain the Ascentis Pre-Entry Level Award in Addition and Subtraction. Unit certification is available.

Ascentis Pre-Entry Level Award in Addition and Subtraction			
			Minimum credits: 2 Minimum credit value at level of qualification or above: 2
Mandatory Units			
Title	Level	Credit Value	GLH
Introduction to Addition and Subtraction	Pre-Entry	2	20

Guided Learning Hours

The recommended guided learning hours for this qualification is 20.

Total Qualification Time

The total qualification time is 20 hours.

Time Limit for the Process of Credit Accumulation and Exemptions

Credit accumulation is usually within the life span of the qualification. Exemptions may have been achieved previous to the qualification start date; each case will be considered separately.

Recommended Prior Knowledge, Attainment and/or Experience

No previous formal qualifications are required for entry to this qualification.

Age Range of Qualification

This qualification is suitable for young people aged 14–19 and adult learners.

Opportunities for Progression

Learners who have completed this qualification may wish to undertake Entry Level Mathematics qualifications.

Resources to Support the Delivery of the Qualification

These are outlined in the Assessor Guidance.

Centre Recognition

This qualification can only be offered by centres recognised by Ascentis and approved to run this qualification. Details of the centre recognition and qualification approval process are available from the Ascentis office (tel. 01524 845046) or from the website in the Customer Centre at www.ascentis.co.uk.

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Qualification Approval

If your centre is already a recognised centre, you will need to complete and submit a qualification approval form to deliver this qualification. Details of the qualification approval process are available from the Ascentis office (tel. 01524 845046) or from the website in the Customer Centre at www.ascentis.co.uk.

Registration

Candidates need to be registered electronically via the Ascentis electronic registration portal at least 10 working days before the intended assessment date. Guidance can be downloaded from the Ascentis website at www.ascentis.co.uk.

Status in England, Wales and Northern Ireland

These qualifications are available in England. They are only offered in English. If you wish to deliver them in any other nation, please contact development@ascentis.co.uk

Reasonable Adjustments and Special Considerations

In the development of this qualification Ascentis has made every attempt to ensure that there are no unnecessary barriers to achievement. For learners with particular requirements reasonable adjustments may be made in order that they can have fair assessment and demonstrate attainment. There are also arrangements for special consideration for any learner suffering illness, injury or indisposition. Full details of reasonable adjustments and special considerations are available from the login area of the Ascentis website in the Customer Centre at www.ascentis.co.uk or through contacting the Ascentis office.

Enquiries and Appeals Procedure

Ascentis has an appeals procedure in accordance with the regulatory arrangements in the Ofqual *General Conditions of Recognition*[1]. Full details of this procedure, including how to make an application, are available from the login area of the Ascentis website in the Customer Centre (www.ascentis.co.uk) or through contacting the Ascentis office.

[1] In Northern Ireland it is the CCEA General Conditions of Recognition and Qualifications Wales is the Standard Conditions of Recognition.

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ASSESSMENT AND VERIFICATION ARRANGEMENTS

Assessment

The Ascentis Pre-Entry Level Award in Addition and Subtraction requires evidence of achievement of all the skills and activities that are set out within the unit specification. The successful achievement of all the tasks for the unit provides confirmation that all learning outcomes and assessment criteria within the unit of assessment have been achieved.

Assessments are internally marked by centre assessors and then internally verified to ensure consistency. The assessments will then be externally verified by Ascentis. An attendance list must be completed for each assessment. Marking guidance is provided for the assessment and they give sufficient detailed information to support consistent assessment decisions. Assessors should judge their learners' performance against these criteria following the detailed marking guidance. The centre must retain evidence of the assessments for four weeks after the date of the external verification in case of appeal.

The specification and the assessor guidance provides an indication of the kind of assessments the learner is going to be asked to perform and of the skills to be assessed.

Learners cannot be assessed through the same task more than once. If a learner is unsuccessful in an assessment, he/she may be given another opportunity for assessment, but this must be through a different task. It is a centre's responsibility to monitor the use of the assessments and their security.

The Use of Artificial Intelligence (AI) in Assessments

There are potential risks associated with the use of AI in assessments, such as the possibility of bias and the potential for cheating.

Centres are expected to detect and monitor the use of AI tools in assessments. Centres must be satisfied that the work provided is that of the learner. All learners must be aware that they are responsible for ensuring they are not cheating in assessments by using AI tools. All learners must cite the use of AI in their assessments where this is allowed.

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Verification

Internal Verification

Internal verification is the process of ensuring that everyone who assesses a particular unit in a centre is assessing to the same standards, i.e. consistently and reliably. Internal verification activities will include: ensuring any stimulus or materials used for the purposes of assessment are fit for purpose; sampling assessments; standardisation of assessment decisions; and standardisation of internal verification decisions. Internal Verifiers are also responsible for supporting assessors by providing constructive advice and guidance in relation to the qualification delivered.

Further information is available from the login section of the Ascentis website in the Customer Centre at www.ascentis.co.uk.

External Verification

Recognised centres will be visited in accordance with a verification model that is considered most appropriate for the provision. More frequent verifications can be requested from the Ascentis Quality Assurance team, for which there is usually an additional charge. External verification will usually focus on the following areas:

- A review of the centre's management of the provision
- The levels of resources to support the delivery of the qualification, including both physical resources and staffing
- Ensuring the centre is using appropriate assessment methods and making appropriate assessment decisions according to Ascentis' requirements
- Ensuring the centre has appropriate internal quality assurance arrangements as outlined within the relevant qualification specification
- Checking that the centre is using appropriate administrative arrangements to support the function of delivery and assessment

External Verifiers will usually do this through discussion with the centre management team; assessment and Internal Quality Assurance staff; verifying a sample of learners' evidence; talking to learners; and reviewing relevant centre documentation and systems.

Knowledge, Understanding and Skills Required of Assessors and Internal Verifiers

Those delivering and assessing the qualifications should hold a recognised teaching qualification such as the Level 4 Certificate in Education and Training or Level 5 Diploma in Education and Training.

Centres are responsible for ensuring that all staff involved in the delivery of the qualification are appropriately qualified. Ascentis will not be held responsible for any issues that relate to centre staffing which could impact on the successful delivery, assessment and internal quality assurance of our qualifications.

Those delivering the qualification should preferably hold or be working towards a recognised teaching qualification. Assessors must be able to make appropriate assessment decisions. Internal Quality Assurers need to have knowledge and experience of the internal quality assurance processes.

Centres are required to ensure that appropriate training and support is in place for staff involved in the delivery, assessment and internal verification of Ascentis qualifications.

Ascentis offers free support for centres. Further information on the support that is available can be found on Parnassus or the Ascentis website.

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Introduction to Addition and Subtraction

Credit Value of Unit: 2 **GLH of Unit: 20** **Level of Unit: Pre-Entry**

Learning Outcomes The learner will:	Assessment Criteria The learner can:
1 Count to 10	1.1 Count forwards from 1 to 10 in order
	1.2 Count onwards from any number up to 10
	1.3 Count items up to 10, recognising that if they are rearranged there are still the same number of items
2 Order digits 1 to 10	2.1 Arrange digits in order of size 1 to 10
	2.2 Identify when a number is lower or higher than another, using numbers up to 10
3 Add single digit numbers up to 10	3.1 Add items to total up to 10
	3.2 Add all the pairs of numbers with a total of 10
4 Subtract single digit numbers up to 10	4.1 Subtract items from numbers up to 10
	4.2 Subtract single digit numbers from numbers up to 10
5 Know the names and value of coins involving the numbers from 1 to 10	5.1 Identify 1p, 2p, 5p and 10p coins
	5.2 Identify £1 and £2 coins
	5.3 Identify £5 and £10 notes
6 Select notes and coins involving the numbers from 1 to 10	6.1 Choose coins which total 10p in different ways
	6.2 Choose £1 and £2 coins and £5 notes which total £10 in different ways

Indicative Content

Please be aware that the indicative content supplied below is a suggested guide only.

Activity:

1.3 Using everyday items, the learner counts them. The items can be anything that is in the learning environment at the time of this assessment. Then the same items are positioned differently and the candidate recognises that the quantity remains the same.

3.1 and 4.1 Items can be anything that are in the learning environment at the time of this assessment.

Assessment Method

Please note that this unit is assessed by Assessor Observation. See Assessor Guidance available from Ascentis.

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Summary Record of Achievement

Pre-Entry Award in Addition and Subtraction

Unit Title	Level	Credit Value	Date completed	Assessor Signature	Internal Verifier Signature (if sampled)
Introduction to Addition and Subtraction	Pre-Entry	2			

Learner Name _____

Minimum Credit Value of Qualification 2

Level Claimed _____

Total Credit Value at Level being claimed _____

Assessor Signature _____

Internal Verifier Signature (if sampled) _____

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Tracking Sheet

Introduction to Addition and Subtraction

Criteria	Assessment Method	Evidence Details	Portfolio Reference	Completion Date
1.1 Count forwards from 1 to 10 in order				
1.2 Count onwards from any number up to 10				
1.3 Count items up to 10, recognising that if they are rearranged there				
2.1 Arrange digits in order of size 1 to 10				
2.2 Identify when a number is lower or higher than				
3.1 Add items to total up to 10				
3.2 Add all the pairs of numbers with a total of 10				
4.1 Subtract items from numbers up to 10				
4.2 Subtract single digit numbers from numbers up to 10				
5.1 Identify 1p, 2p, 5p and 10p coins				
5.2 Identify £1 and £2 coins				
5.3 Identify £5 and £10 notes				
6.1 Choose coins which total 10p in different ways				
6.2 Choose £1 and £2 coins and £5 notes which total				

The above evidence has been assessed against the standards and has been judged for validity, authenticity, currency, reliability and sufficiency.

Learner Signature _____ Date _____

Assessor Signature _____ Date _____

Internal Verifier (if sampled) _____ Date _____

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