



A Complete Guide to the Level 4 Certificate in Education and Training (Further Education)

Lynn Machin, Duncan Hindmarch, Sandra Murray, Tina Richardson

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A complete, all-in-one guide to the new Level 4 Certificate in Education and Training, suitable for use with any awarding organisation. It offers an easy-to-understand structure, incorporates key information on reflective practice and study skills, and provides full coverage of all the mandatory units. Accessible language and a practical approach are combined with the required underpinning theory, and a range of useful learning features include clear objectives, key words, points for pre-reflection, case studies and activities to check your understanding.

This new second edition includes:

- fully updated references to the Education and Training Foundation Professional Standards
- revised chapters, amended throughout to reflect the latest thinking around further education
- further reading and references updated in all chapters
- links to the latest government legislation, including the SEND Code of Practice (2014).

Written by the successful team who produced *A Complete Guide to the Level 5 Diploma in Education and Training*.

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