

BQA NCQF QUALIFICATION TEMPLATE

SECTION A: QUALIFICATION DETAILS																					
QUALIFICATION DEVELOPER (S)			DRTS Driver Academy																		
TITLE		Certificate V in Driver Education						NCQF LEVEL		5											
STRANDS (where applicable)		1. 2. 3. 4.																			
FIELD		Education and Training						CREDIT VALUE		120											
SUB FIELD		Training																			
New Qualification		✓		Legacy Qualification				Renewal Qualification													
								Registration Code													
SUB-FRAMEWORK		General Education				TVET		✓		Higher Education											
QUALIFICATION TYPE		Certificate		I		II		III		IV		V		✓		Diploma		Bachelor			
		Bachelor Honours				Post Graduate Certificate				Post Graduate Diploma											
		Masters								Doctorate/ PhD											
Qualifications Authority																					
RATIONALE AND PURPOSE OF THE QUALIFICATION																					
RATIONALE: <p>The Road Traffic Act 69:01 of 1973 mandates the Department of Road Transport Services to issue driving licenses and professional driving permits and matters incidental thereto, amongst others. The Department's overall aim is to;</p> <ul style="list-style-type: none"> Professionalise driver training, testing and licensing, Improve traffic law compliance, 																					

- Promote compliance with applicable industry standards such as Botswana Standard Classification of Occupations (BOSCO 2008) and the Southern African Development Community (SADC) driving standard-K53,
- Promote road safety awareness,
- Improve post-crash response by Emergency Medical Services.

To achieve the above, the Department has drawn the Botswana National Road Safety Strategy, with the objective to improve driver skills and knowledge of safe driving behaviour with the following intended outcomes;

1. All drivers applying for a driving license test have received driver training.
2. Driver training is done professionally and effectively.
3. All drivers have the required knowledge, skills and attitude to obey road rules and regulations.

To achieve the above-intended outcomes, the Department has developed activities such as;

Activity A1.2b of the Strategy: Implement compulsory driver training under Activity 12B

Activity A12c: Update the driver training curricula for all classes of license – also to include issues such as appropriate response to emergency vehicles on the road under A12C of the strategy.

Therefore, in line with the requirements of the Strategy, this qualification Certificate V in Driver Education has been developed.

PURPOSE: (itemise exit level outcomes)

The purpose of this qualification is to produce learners with broad technical knowledge, skills and competence to:

1. Prepare and deliver sessions for learner drivers.
2. Evaluate learner driver's performance based on sessions delivered.
3. Use audiovisuals to illustrate and explain the handling of mechanical operations of vehicles and driving techniques.
4. Instruct students under actual driving conditions.
5. Teach road traffic regulations, road craft, road safety and defensive driving.
6. Advise students when they are ready to undergo examinations.

MINIMUM ENTRY REQUIREMENTS (including access and inclusion)

- Minimum of Certificate III NCQF Level 3.

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There shall be provision for inclusion and access through RPL and CAT in line with institutional policies

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SECTION B QUALIFICATION SPECIFICATION	
GRADUATE PROFILE (LEARNING OUTCOMES)	ASSESSMENT CRITERIA
1. Prepare and deliver sessions for learner drivers in accordance with set standards.	1.1. Identify learning outcomes for sessions. 1.2. Set up the venue for a session. 1.3. Select and apply relevant content and teaching aids for facilitation sessions. 1.4. Select and apply relevant teaching methods and strategies for specific sessions. 1.5. Conduct sessions as per the plan. 1.6. Review sessions to inform the improvement of future sessions.
2. Evaluate learner driver's ability and performance based on facilitation sessions delivered	2.1 Develop assessment instruments for reviewing the progress of learner drivers 2.2 Examine assessment tools against set outcomes and guidelines 2.3 Administer assessment instruments 2.4 Appraise learners' acquisition of knowledge and skills based on assessment instruments 2.5 Provide feedback on learner drivers' performance 2.6 Close Learning Gaps Identified Through Assessment 2.7 Record facilitation and performance outcomes.
3. Demonstrate broad technical knowledge and understanding of road traffic legal frameworks and requirements	3.1 Explain the driver licensing process to learners 3.2 Describe legal requirements relating to driver licence endorsements to learners 3.3 Classify different road rules to learners in accordance with set standards.

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	3.4 Describe legal requirements relating to driver trainees.
4. Facilitate defensive driving principles and techniques sessions to respond to emergency situations.	<p>4.1 Teach advanced driving skills to learners.</p> <p>4.2 Demonstrate defensive driving techniques such as SIPDE (Scan, Identify, Predict, Decide and Execute) to learners.</p> <p>4.3 Demonstrate safe driving principles such as LLLC (Look ahead, look around, leave the room and Communicate) to learners.</p> <p>4.4 Teach learners how to deal appropriately with adverse behaviour in relation to other road users.</p> <p>4.5 Describe types of hazards associated with motorised vehicle driving to learners.</p> <p>4.6 Teach learners effective and timely ways of responding to hazards on the road.</p>
5. Demonstrate broad technical knowledge and understanding of professionalism in the road traffic sector	<p>5.1. Apply relevant code of ethics in driver training</p> <p>5.2. Explain acceptable behaviour and conduct related to road use</p> <p>5.3. Record and maintain accurate records</p> <p>5.4. Adhere to the workplace code of practice.</p> <p>5.5. Maintain personal hygiene and use personal protective equipment (PPE) in the workplace.</p> <p>5.6. Exercise customer service in line with customer service standards</p>
6. Facilitate basic first aid sessions in accordance with the Road Traffic Sector.	<p>6.1 Identify legislation pertaining to basic First Aid response in driving.</p> <p>6.2 Apply knowledge of the role and responsibilities of a First Aider.</p> <p>6.3 Teach First Aid techniques in driving.</p> <p>6.4 Manage illness and injury in the workplace.</p>

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	<p>6.5 Administer basic First Aid in response to emergency situations.</p> <p>6.6 Assess and secure a road incident scene in line with the code of practice.</p>
<p>7. Demonstrate broad knowledge and understanding of basic firefighting.</p>	<p>7.1. Interpret legislation pertaining to basic firefighting and response in driving.</p> <p>7.2. Explain the role and responsibilities of a firefighter to learners.</p> <p>7.3. Classify different types of fire and fire incidents</p> <p>7.4. Select firefighting techniques in line with classifications</p> <p>7.5. Demonstrate basic firefighting techniques in driving in accordance with safety regulations.</p> <p>7.6. Recognise and manage fire injury in the workplace.</p>
<p>8. Demonstrate broad entrepreneurial skills in the transport sector</p>	<p>8.1. Investigate the possibilities of running a small business (small micro-medium enterprises)</p> <p>8.2. Demonstrate broad entrepreneurial skills in the transport sector.</p> <p>8.3. Create a viable business model tailored to the transport sector, addressing unique market demands and regulatory requirements.</p> <p>8.4. Develop a business plan including mission, vision, objectives, and strategies for growth and sustainability.</p> <p>8.5. Identify and evaluate various funding sources (e.g., loans, investors, grants) and develop a compelling pitch to attract investment.</p> <p>8.6. Demonstrate the ability to prepare and interpret financial statements such as profit and loss, balance sheets, and cash.</p>

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SECTION C	QUALIFICATION STRUCTURE				
COMPONENT	TITLE	Credits Per Relevant NCQF Level			Total Credits
		Level [3]	Level [4]	Level [5]	
FUNDAMENTAL COMPONENT Subjects/ Courses/ Modules/Units	Professionalism in the workplace	4			4
	Teaching Methods			2	2
	Customer Service			5	5
	Entrepreneurship	3			3
CORE COMPONENT Subjects/Courses/ Modules/Units	Assessment against standards			6	6
	Botswana road transport and traffic legislation frameworks			6	6
	Basic First Aid	2			2
	Basic Firefighting	4			4
	Training methods and techniques			7	7
	Learning materials development			10	10
	Driving practice session			25	25
	Driver training session plan			18	18

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	Assess candidates against standards			10	10
	Assessment instruments			15	15
	Defensive driving			3	3
STRANDS/ SPECIALIZATION	Subjects/ Courses/ Modules/Units	Credits Per Relevant NCQF Level			Total Credits
		Level []	Level []	Level []	
1.					
2.					
Electives					

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SUMMARY OF CREDIT DISTRIBUTION FOR EACH COMPONENT PER NCQF LEVEL

TOTAL CREDITS PER NCQF LEVEL

NCQF Level	Credit Value
3	13
4	
5	107
TOTAL CREDITS	120

Rules of Combination:

(Please Indicate combinations for the different constituent components of the qualification)

Fundamental level 3 = 7 credits
 Fundamental Level 5 = 7 credits
 Core level 3 = 6 credits
 Core Level 5 = 100 credits
 Total = 120 credits`

There are no electives.

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ASSESSMENT ARRANGEMENTS

The contribution of formative assessment to the final grade shall be 70%, and the contribution of summative assessment to the final grade shall be 30%.

MODERATION ARRANGEMENTS

Internal and external moderation shall be done in accordance with applicable policies and regulations. Moderators shall be registered and accredited by BQA.

RECOGNITION OF PRIOR LEARNING

RPL will be used to award credits towards part qualification and full qualification and will be supported by institutional policies in line with national policies on RPL.

CREDIT ACCUMULATION AND TRANSFER

CAT will be used to award credits towards part qualification and full qualification, and will be supported by institutional policies, in line with national policies on CAT.

PROGRESSION PATHWAYS (LEARNING AND EMPLOYMENT)

Horizontal Articulation

- Certificate V in Driving

Vertical Articulation

- Diploma in Driver Education

Employment Pathways

- Driving Instructor
- Driving Test Examiner/Assessors

QUALIFICATION AWARD AND CERTIFICATION

To be awarded Certificate V in Driver Education, a candidate must have a minimum total credit of 120 as per the rule of combination stated.

Certification

Candidates meeting prescribed requirements will be awarded certificate and a transcript by the DRTS in accordance with standards prescribed for the award of the qualification. Candidates not meeting prescribed requirements may be awarded a transcript only.

SUMMARY OF REGIONAL AND INTERNATIONAL COMPARABILITY

Title: This qualification is called Certificate V in Driver Education, whilst the South African qualification is titled Occupational Certificate: Driving Instructor at NQF Level IV, with 52 Credits, while the New Zealand qualification is titled National Certificate in Driving (Education and Assessment) with optional strands in Light Motor vehicle, Heavy Motor Vehicle, Motorcycle, and Off-Road vehicle, NZQF Level 5, with 110 credits. Comparably, the qualifications are titled differently in the three countries. However, the intended purpose is similar in that they aim to professionalise driving instruction in these respective countries.

NQF levels: This qualification is at NCQF level 5, which compares well with the New Zealand benchmark, whose qualification is pitched at NZQF Level 5 (110 credits), as they have similar level descriptors. It has also been compared with the South African qualification, which has been pitched at NQF Level IV (52 credits), although at a different level as there are no regional benchmarks. However, the purpose of the South African and this qualification are similar, as they both train driving instructors. The credits of this qualification are pitched to align with the New Zealand benchmarks. This qualification is worth 120 credits, which meets the minimum recommended NCQF credits for level 5, but not 110 as the New Zealand benchmark, as the credits would be less than the minimum NCQF requirement.

Main Exit levels outcomes: They are similar for all qualifications, for they are all about being able to instruct learners on driving and road safety and enable a learner to obtain a learner's and driving licence in accordance with the requirements of the applicable legislation.

Main modules: This qualification has 12 core modules as compared to the 12 core modules of the New Zealand benchmark. The South African one has seven modules. Therefore, this qualification is more similar to the international benchmarks.

Assessments: These qualifications and benchmarks emphasise the achievement of all learning outcomes and assessment criteria.

Pathways: The pathways for all the qualifications are similar for the qualifications compared as they all produce driver trainers, assessors and road safety professionals.

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In conclusion, this qualification is similar to the benchmarked qualifications in terms of purpose, while in terms of level of complexity and approximate duration is similar to the New Zealand benchmark.

REVIEW PERIOD

This qualification will be reviewed every five (5) years.

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For Official Use Only:

CODE (ID)			
REGISTRATION STATUS	BQA DECISION NO.	REGISTRATION START DATE	REGISTRATION END DATE
LAST DATE FOR ENROLMENT		LAST DATE FOR ACHIEVEMENT	

BOTSWANA
Qualifications Authority