

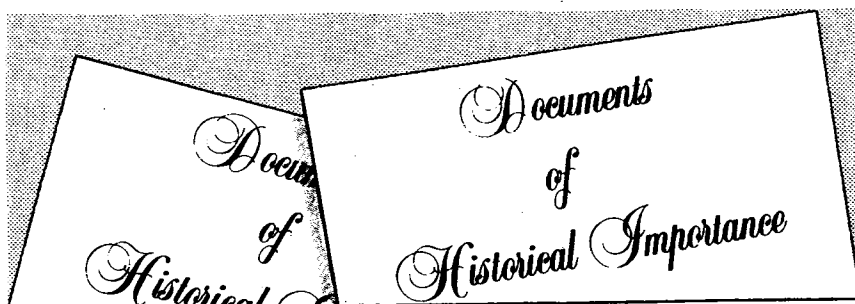
Emergency Courses of Training for those Engaging in the Youth Service

Circular 1598, 15th July 1942

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EMERGENCY COURSES OF TRAINING FOR THOSE ENGAGING IN THE YOUTH SERVICE

Circular 1598, 15th July 1942

From the Government Board of Education to Local Education Authorities for Higher Education Training Departments and Training Colleges; copies (for information) to Local Education Authorities for Elementary Education.

1. The Board of Education are empowered to make grants on behalf of selected students to enable them to pursue during the present emergency intensive courses of training for work in the Youth Service. It is expected that in present circumstances the majority of such students will be women, but the scheme also applies to men, if they are available. The scheme is experimental and may be modified in the light of experience.
2. Recognition may be given to full-time courses of training not exceeding one year and part-time courses of training not exceeding two years in duration, which are submitted by Universities, Training Colleges, or other institutions approved for the purpose.
3. The Board will require to be satisfied as to the suitability for work in the Youth Service of each student on whose behalf they make grants. The steps to be taken to satisfy the Board on this matter will be the subject of arrangements between the Board and the institution concerned.
4. Courses submitted for the Board's approval will be expected to comply broadly with certain conditions. Appendix I gives an example of the type of arrangement and course which the Board will recognise. The Board will be prepared to consider recognition of full-time courses of two terms or one term, or part-time courses of less than two years for students already possessing relevant qualifications, if they are planned on comparable lines.
5. The Board's grants will take the form of a Tuition Grant in respect of each approved student and a refund to the institution of such Bursaries as they may find it necessary to award to students after consideration of their means. The Board's refund will be limited to a maximum amount for any one student and a maximum total based on the number of approved students taking the course. Appendix II outlines the grant arrangements.
6. Attendance at an emergency course of training as defined in this Circular will not be regarded by the Board as connoting a full qualification for work in the Youth Service. The object of the courses, so far as the Board are concerned, is to provide further knowledge and experience for those already engaged in the Youth Service and some initial form of training for those who intend to take up such work during the present emergency. The fact that a student has attended an emergency course will no doubt be taken into account if, when normal courses of longer duration for

post-war purposes are recognised by the Board, the student desires to be admitted to such a course.

7. Applications by institutions for the recognition of courses under the Circular should be addressed to the Secretary, Board of Education, Youth Branch, Alexandra House, Kingsway, London, W.C.2. Applicants seeking admission to the courses as approved students should address their enquiries to the institution concerned and not to the Board.

8. Attention is called to the fact (see paragraph 8 of Circular 1592) that women students cannot be admitted in 1942 to full-time courses of training for work in Youth Service unless either they are under 19 year 6 months on the 1st October, 1942, or they were born in 1919 or earlier. Students between these ages may be admitted exceptionally if, on grounds of personality or previous experience of youth work or both, they are specially recommended by the Board of Education.

APPENDIX I.

Emergency Course of Training for those engaging in Youth Service.

The following is an example of the type of one-year course and of the arrangements for training which the Board will approve.

1. Content of the Course.

Theoretical.

- (i) The mental and physical characteristics of adolescents, with some reference to the principles and processes of instruction appropriate to the adolescent stage.
- (ii) Some study of the social and industrial environment, including a survey of existing social agencies, statutory and voluntary.
- (iii) General principles of Youth Service work and practical organisation (including accounts, finance and committee work).
- (iv) Personal and social hygiene, including the education of the body, and participation where possible in physical and outdoor activities.

Practical.

- (i) A period, or periods, of continuous full-time responsible work of various kinds with groups of young people. Such work should include participation in, and responsibility for, the organisation and direction of activities common to youth groups. Experience and training in the conduct of discussions on topics of interest and importance to young people should be provided.
- (ii) Some case work, where possible.
- (iii) Visits of observation.

The practical work should occupy between one quarter and one half of the total period, according to the student's previous experience and education.

Attention should be given to the religious and ethical aspects of Youth Service.

2. Facilities for Training. It may be that a single institution will not be able to provide from its own resources the whole of a course on the lines indicated above, but two or three institutions working in co-operation may be able to do so. In any case, during the whole period of the course, the student should have a home institution and a tutor experienced in Youth work responsible for co-ordinating all the work, even though the student may be absent from the home institution for a substantial part of the course.

Institutions should be suitably located and staffed, and should have adequate contacts with, and access to, resources necessary for training. They should have a close working relationship with Youth Organisations, both statutory and voluntary.

The discipline and standards should be of a kind suitable for the development of the qualities essential for the Youth Service.

3. Certificate of satisfactory completion of the Course. The Board will require from the institution in respect of each approved student a certificate showing whether the student has satisfactorily completed the course, but they will not themselves conduct or require any formal examination or assessment of a student's work. If the institution grants a certificate to a student who completes the course satisfactorily, that certificate should not state or imply that the student, in virtue of holding the certificate, is regarded as a qualified and trained Youth Leader.

APPENDIX II.

Rates of Grant for Emergency Courses of Training for those engaging in Youth Service.

1. The Board will pay Tuition Grants on behalf of approved women students at the following rates:—

(a) *One-year Full-Time Course.*

Tuition Grant £27 in respect of each student. If courses of two terms or one term are approved, the tuition grant will be £18 and £9 respectively.

(b) *Part-Time Course.*

Tuition Grant £10 per annum in respect of each student.

2. The Board will refund the amount of money which the institution decides that it is necessary to expend on Bursaries, after considering the financial circumstances of approved women students, subject to the conditions stated below.

(a) *One-year Full-Time Course.*

Students living in colleges, hostels, other institutions or lodgings. A refund in respect of any one student will not exceed £51 and the total amount of money refunded in respect of bursaries will not exceed £36 multiplied by the number of approved students living in colleges, etc., who attend the course. If courses of two terms or one term are approved, two thirds, or one third, as the case may be, of the sums stated above will be limiting figures.

Students living at home. The corresponding figures for students living at home are £30 and £21, with proportionate reductions for two-term and one-term courses.

(b) *Part-Time Course.* A refund of a bursary in respect of any one student will not exceed £9 per annum.

3. The grants in respect of men students will be as stated above for tuition, but somewhat higher for bursaries except in the case of students attending part-time courses.

4. The Board will pay tuition grant terminally on receipt of a certificate that the student is in attendance and bursaries will be refunded at the end of a course on receipt of a certificate that the student has satisfactorily completed the course.

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