



RHS Qualifications

RHS Level 1 Introductory Award in Practical Horticulture

Qualification Specification September 2024

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1. RHS Qualifications Contact Details

RHS Qualifications is the Awarding Organisation of the Royal Horticultural Society.

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GU23 6QB
UK

Tel: 01483 226500

Email: qualifications@rhs.org.uk

RHS Website: rhs.org.uk/qualifications

2. Equality and Diversity Policy Statement

RHS Qualifications is committed to policies that will promote equal opportunities in all its operations, regardless of age, disability, ethnic origin, gender, marital status, religion, sexual orientation or any other factor.

RHS Qualifications is committed to ensuring that there is no unfair discrimination in any of its operations and will take into account all current legislation in relation to the equality of opportunity.

RHS Qualifications will constantly monitor and review its policies and practices pertaining to equal opportunities, to ensure that they remain consistent with its equal opportunities objectives and continue to comply with all relevant legislation.

RHS Qualifications will strive to make awareness of and respect for equality and diversity an integral part of the culture of the organisation.

A copy of the RHS Qualifications Equality and Diversity Policy is available on the RHS website.

3. RHS Level 1 Introductory Award In Practical Horticulture

3.1 Introduction

The RHS Level 1 Introductory Award in Practical Horticulture focuses on developing the essential basic horticultural skills. These not only offer opportunities for employment, but provide the foundation for further skills development at levels 2 and 3. By carefully focusing on key essential skills, it has been possible to develop a practical qualification that can be studied on a part-time basis, either during the day or in the evening. RHS theoretical and practical qualifications are offered separately in order to provide maximum flexibility to candidates, providers and employers.

There are no pre-requisites for entry to the qualification.

The qualification is on the Register of Regulated Qualifications.

Qualification Number: 601/0613/X

3.2 Guided Learning Hours (GLH) and Total Qualification Time (TQT)

The Guided Learning Hours (GLH) represent the time that the learner spends learning under the immediate guidance and supervision of a tutor and includes assessment by the tutor, as well as invigilated exams. Guided Learning Hours are always less than total qualification time, as learners are expected to complete a certain amount of study in their own time.

The Guided Learning Hours for this qualification are 82.

Total Qualification Time (TQT) includes the Guided Learning Hours and represents the notional time that an average learner could reasonably expect to take to complete the learning outcomes of the units to the standard determined by the assessment criteria, and gain the qualification. It includes all face-to-face contact with tutors as well as assessment time and unsupervised directed study, coursework and practice.

The Total Qualification Time for this qualification is 95.

3.3 Teaching Pattern

The qualification is designed to be studied on a part-time basis. No particular teaching pattern is specified, and centres offering courses leading to the qualification are free to define their own teaching structure and teaching hours.

3.4 Qualification Structure

The qualification will be awarded to those who successfully complete the following four mandatory units:

RHS Ref	Unit	Level
R1102	Preparing soil for sowing and planting Unit reference number J/601/2633	1
R1103	Assist with the propagation of plants from seed Unit reference number D/502/4017	1
R1104	Assist with the vegetative propagation of plants Unit reference number M/502/4121	1
R1105	Assist with planting and establishing plants Unit reference number F/502/4088	1

3.5 Assessment

Assessment will be conducted by the centre using RHS criteria. Assessment information and guidance documents can be found in the Guidance for Centres Delivering Practical Assessment.

3.6 Language

Assessments will be offered in English.

3.7 Learning Resources

There is a wide range of books and other learning resources published which support the studies of those learning horticulture. RHS Qualifications does not recommend or endorse any specific learning resources as meeting the needs of learners studying for RHS qualifications. Learners are encouraged to seek guidance from their tutors on which resources best support their studies, or to choose the most appropriate resources for their needs from the wealth of material available.

4. Approved Centres

Centres wishing to offer examinations leading to RHS qualifications must be approved by RHS Qualifications.

Applications for approval should be sent to the Quality Assurance and Relationships Officer at the contact details in section 1.

5. Candidate Registration

RHS Approved centres should register candidates for examinations in the units of the qualification through the RHS Qualifications web portal.

Approved Centres undertake to obtain on behalf of their learners a Unique Learner Number (ULN), unless the learner chooses not to have one.

If centres supply an email address for candidates at the time of registration, candidates will be invited to open an account on the RHS Qualifications web portal, and will be able to view their qualification history, their current registrations, and their results when available.

6 Reasonable Adjustments

RHS Qualifications is committed to ensuring fair assessment for all candidates, and will facilitate access to its qualifications through reasonable adjustments to assessment arrangements for candidates with an identified specific need. An example of a reasonable adjustment which could be made is the production of a modified assessment paper for a candidate with a visual impairment.

Full guidance is provided in the document 'Guidance to Centres for Reasonable Adjustments and Special Consideration'. The document is available on the RHS website (rhs.org.uk/qualifications), the RHS Qualifications Approved Centre web portal, or can be obtained from RHS Qualifications.

Applications for reasonable adjustments must be made by the Approved Centre on behalf of the candidate. Applications must be made within specified timescales.

7. Fees

RHS Level 1 Introductory Award In Practical Horticulture

For a full list of fees please see the RHS Qualifications Fees Notice, this document is available on the Qualifications page on the RHS website and on the RHS web portal.

All fees are payable prior to confirmation of service or entry for assessment.

Replacement Certificate (if lost, damaged or destroyed)

The fee for a replacement certificate can be found on the RHS Qualifications Fees Notice. Please send your request to the Qualifications Department.

8. Appeals Procedure

An Appeals procedure exists to conduct appeals lodged by candidates against decisions made by RHS Qualifications, concerning their performance, the granting of an award and/or the closure of their entry to an award on academic grounds.

The procedure is also followed in cases where there is irregularity or malpractice in the conduct of assessment and where RHS Qualifications has imposed a penalty on a candidate or assessor, and the Centre wishes to appeal against this decision after results are published.

A copy of the procedure is available on the RHS Qualifications web portal and on the RHS website.

9. Policy on Malpractice and Maladministration

Malpractice consists of those acts which undermine the integrity and validity of the assessment or examination, the certification of qualifications and/or damage the authority of those responsible for conducting the assessment, examination and certification.

RHS Qualifications does not tolerate actions or attempted actions of malpractice by learners or centres in connection with RHS qualifications. RHS Qualifications may impose penalties and/or sanctions on candidates or centres where incidents, or attempted incidents, of malpractice have been proven.

A copy of the full policy is available on the RHS Qualifications web portal and on the RHS website.

Preparing soil for sowing and planting

RHS reference number: R1102

Unit reference number: J/601/2633

Unit guided learning hours: 10

Unit Level: Level 1

Unit purpose and aim(s): This unit provides the learner with the fundamental skills to prepare soil for sowing and planting.

Learning Outcomes

The learner will:

1. Be able to select and use the correct tools and equipment for preparing soil

2. Be able to clear a site of unwanted debris

3. Be able to load, transport and spread bulky organic matter

4. Be able to cultivate soil by hand

Assessment Criteria

The learner can:

1.1 Select and use the following tools:

- (a) digging spade
- (b) garden fork
- (c) muck fork
- (d) garden rake
- (e) wheelbarrow

2.1 Identify unwanted debris, to include;

- (a) woody material
- (b) weed growth
- (c) mineral debris

2.2 Remove unwanted debris from the cultivation zone

2.3 Position debris ready for disposal

3.1 Safely load bulky organic matter into a wheelbarrow for transport

3.2 Safely transport bulky organic matter

3.3 Spread bulky organic matter evenly over the site

4.1 Demonstrate single digging using a spade

4.2 Demonstrate simple digging using a spade

4.3 Demonstrate forking

4.4 Demonstrate raking

- 4.5 Demonstrate soil consolidation, levelling and tilth production for:
 - (a) seeding, broadcast or in drills
 - (b) planting
- 5. Know how to dispose of waste appropriately
 - 5.1 State how to dispose of different types of waste correctly, to include:
 - (a) organic
 - (b) non-organic
 - (c) hazardous

Assist with the propagation of plants from seed

RHS reference number: R1103

Unit reference number: D/502/4017

Unit guided learning hours: 18

Unit Level: Level 1

Unit purpose and aim(s): The candidate will be able to assist with seed propagation of plants, by hand or machine, and establishment in suitable environments. It may be carried out outdoors or in protected environments and must comply with health and safety requirements.

Learning Outcomes

The learner will:

1. Be able to assist with preparing to propagate plants from seed.

2. Sow seed under supervision.

3. Be able to work safely

Assessment Criteria

The learner can:

- 1.1 use and maintain equipment in a safe and effective condition throughout

- 1.2 prepare the growing medium in accordance with instructions

- 1.3 handle seeds in a way which minimises damage

- 2.1 prepare and maintain the necessary equipment and materials for the work being undertaken

- 2.2 use equipment and materials in a safe and correct manner

- 2.3 sow seed evenly and accurately in accordance with instructions

- 2.4 provide aftercare in accordance with instructions

- 3.1 dispose of waste safely and in accordance with instructions and legal requirements

- 3.2 work in a manner that promotes health and safety and is consistent with relevant legislation and codes of practice

Assist with vegetative propagation of plants

RHS reference number: R1104

Unit reference number: M/502/4121

Unit guided learning hours 27

Unit Level: Level 1

Unit purpose and aim(s); The candidate will be able to assist with the vegetative propagation of plants by division and cuttings, including collection of propagation materials and establishment in suitable environments. It may be carried out outdoors or in protected environments and comply with all health and safety requirements

Learning Outcomes

The learner will:

1. Be able to assist with collecting propagation material for the vegetative propagation of plants.

2. Be able to assist with preparing propagation materials.

Assessment Criteria

The learner can:

- 1.1 use and maintain equipment in a safe, clean and effective condition
- 1.2 correctly identify plants from which material is to be collected
- 1.3 handle plant material in a manner which minimises damage and wastage
- 1.4 use methods for collecting the propagation material in accordance with instructions
- 1.5 ensure the collected material meets the requirements of the propagating programme as instructed
- 1.6 store collected material in accordance with instructions
- 2.1 prepare and maintain equipment in a fit state for use
- 2.2 handle plant material in a manner which minimises damage and wastage
- 2.3 use equipment in a safe and correct manner
- 2.4 prepare and treat propagation material in accordance with instructions including division and cuttings

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|--|--|
| 3. Be able to assist with establishing propagation materials in a growing environment. | 3.1 prepare and maintain the necessary materials in a fit state for use

3.2 prepare the rooting medium in accordance with instructions

3.3 handle plant material in a manner which minimises damage and wastage, and optimises growth

3.4 position propagation material in the rooting medium in accordance with instructions

3.5 place propagation material in an appropriate growing environment as instructed

3.6 complete activities to sustain and promote plant development after propagation in accordance with instructions |
| 4. Be able to work safely | 4.1 ensure their working methods promote health and safety and are consistent with relevant legislation and codes of practice

4.2 dispose of waste safely and in accordance with instructions and legal requirements |

Assist with planting and establishing plants

RHS reference number: R1105

Unit reference number: F/502/4088

Unit guided learning hours: 27

Unit level: Level 1

Unit purpose and aim(s): The candidate will be able to assist with the establishment of plants; the activities can take place in nursery or amenity situations and outdoors or under protected situations and must comply with all health and safety requirements.

Learning Outcomes

The learner will:

1. Be able to assist with carrying out planting

Assessment Criteria

The learner can:

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|----|---|-----|--|
| 1. | Be able to assist with carrying out planting | 1.1 | select the necessary tools, materials and any personal protective equipment for the job |
| | | 1.2 | carry out any necessary preparation of the planting medium according to instructions |
| | | 1.3 | transport the plants as instructed |
| | | 1.4 | keep the plants in a suitable condition before planting |
| | | 1.5 | carry out planting as instructed |
| | | 1.6 | position the plants at the correct spacing, depth and orientation and according to instructions |
| | | 1.7 | report any problems that occur as soon as possible |
| | | 1.8 | maintain and store tools and equipment properly |
| 2. | Be able to assist with any additional activities required to establish plants | 2.1 | prepare the necessary tools, materials and personal protective equipment for the job |
| | | 2.2 | provide support, shelter or mulching as necessary, and any carry out plant labelling as instructed |
| | | 2.3 | provide the plants with necessary moisture |
| | | 2.4 | maintain and store tools, personal protective equipment and materials properly |
| | | 2.5 | report any problems that occur as soon as possible to the appropriate person |

- 3. Be able to work safely
 - 3.1 use the tools, materials and any personal protective equipment safely and correctly
 - 3.2 maintain the health and safety of self and others at all times