



INSTITUTE OF
ROOFING
EXPERTO | CREDE

Roofing Management Foundation Course

ABBE Level 3 Award in Roofing Management

The perfect platform to begin a professional career in roofing management.



Management and Leadership in Roofing

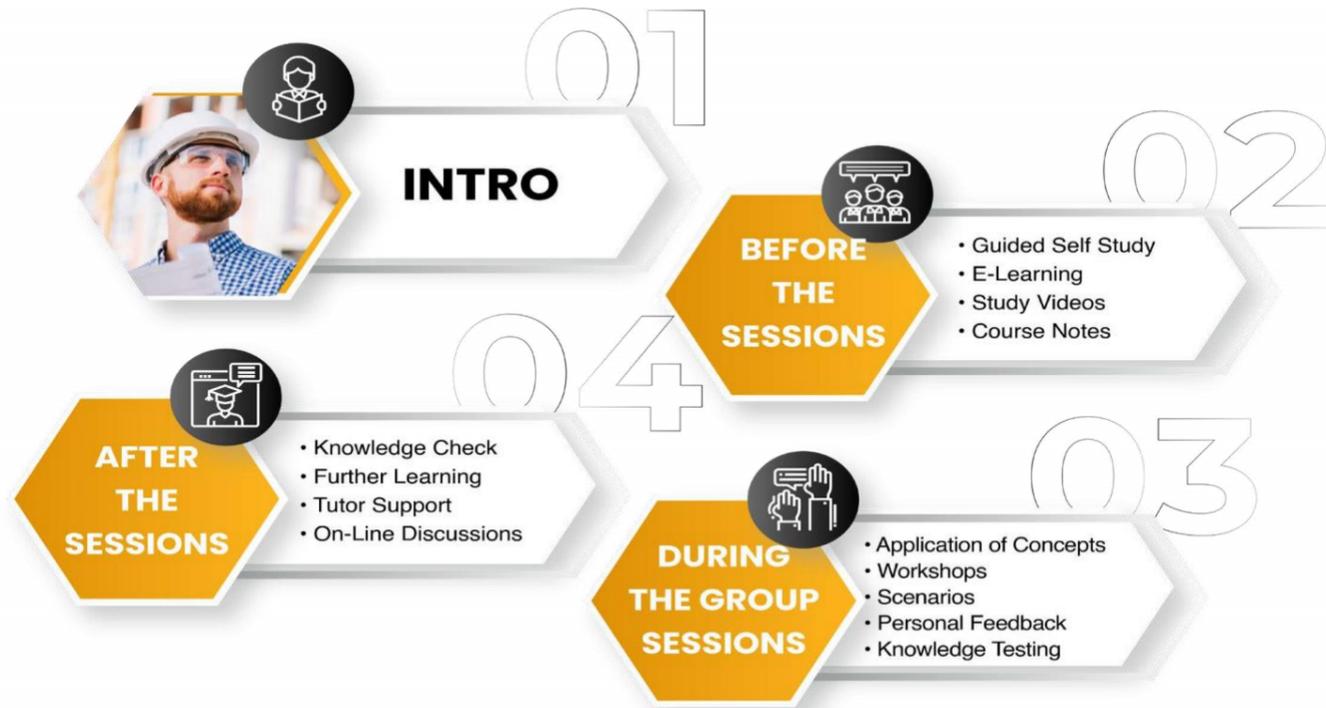


Qualification, Development and Professionalism

IoR Roofing Management Foundation Course

This course is perfect for anyone considering a professional career in roofing, particularly with an eye to moving into or occupying a supervisory or managerial role.

This course is fully interactive and will provide essential skills and knowledge to be able to progress in the Roofing Industry.



IoR Roofing Management Foundation Course Overview

The course is designed around the following elements:

- Pre-course study
- Interactive learning
- Collaborative exercises
- Developing independent learning and research skills
- Increasing personal confidence

The course is delivered as an intensive learning experience over a 10-week period and is designed to offer candidates the opportunity to learn effectively, with minimum disruption to working patterns.

Classroom attendance is required 1 day per fortnight, in a group learning environment with a minimum of 8 to a maximum of 12 candidates per class.

Breakdown of the Roofing Management Foundation Course

The course includes 10 modules with clearly defined learning objectives; all of which are individually assessed as the course progresses. A minimum 'Pass' mark in every module is required to complete the course.

Guided Self Study

There is approximately 50 hours of guided self-learning, which will require up to 10 hours per week.

Self-Study sessions will be interactive, well supported and offered in manageable chunks, each with an element of assessment using pre-prepared learning tools; including structured e-learning, videos, presentations, exercises and quizzes to make studying proceed at a pace which meets personal preferences and workload.

Group sessions will involve a range of activities to expand and consolidate learning.

Timetable

<p>Induction</p> <p>DAY 1</p> <p>Module 1 Support & Standards</p> <p>Module 2 Roof Safety</p>	<p>Review M1 & M2</p> <p>DAY 2</p> <p>Module 3 Law Module 4 Finance</p> <p>Module 5 Terminology Design & Specification</p>	<p>Review M3, M4 & M5</p> <p>DAY 3</p> <p>Module 7 Surveying / Estimating</p> <p>Module 6 Roofing Systems (Pitched & Flat)</p>	<p>Review M7 Preparation M10</p> <p>DAY 4</p> <p>Module 8 Tendering & Procurement</p> <p>Module 6 Roofing Systems (Sheeting & Cladding, Lead & Hard Metal)</p>	<p>Review M6 & M8</p> <p>DAY 5</p> <p>Module 9 Project Management</p> <p>Module 10 Conservation & Sustainability Practical Assessment</p>
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Assessment

There are no formal exams. Candidates will cover 200 learning criteria and submit 60 tangible pieces of learning evidence.

Please note that this qualification cannot be achieved without commitment to self-study.

Each candidate will have their own online learning dashboard which will have an indicator of achievement against completion of required course content. This will help candidates to track their progress.

All candidates satisfactorily completing the course will receive a qualification certificate from the awarding body ABBE, Level 3 award in Roofing Management, together with accompanying certificate from the Institute of Roofing, showing modules and overall grades. This may be used to support an IoR membership application.



The Institute of Roofing (IOR) Roofing Management Foundation Course

Terms & Conditions

1. Candidates

- 1.1 All candidates must be working within the Roofing Industry.
- 1.2 All candidates must be registered for the course using the appropriate IoR application form and provide all necessary contact information.
- 1.3 All candidates must be registered to the online learning platform with access to their own unique user dashboard prior to commencement of the course.

2. Fees

- 2.1 All fees applying to the Roofing Management Foundation Course must be paid upon receipt of invoice at the time of registration and prior to any studies commencing. Please refer to the published course fees on the Roofing Management Foundation Course page of the IoR website (address below).

3. Cancellation

- 3.1 If a candidate cancels attendance of the course at more than 21 days prior to the start of the course they may claim a 90% refund on fees; Less than 21 days but more than 14 days 50%; Less than 14 days no refund.
- 3.2 Course fees are not refundable for candidates leaving or failing to complete the course after the agreed start date.
- 3.3 Candidates will notify the IoR of non-attendance to any given training day at the earliest opportunity. Attendance changes cannot be guaranteed, and any training day attendance changes requested without what the IoR deem to be a reasonable cause will incur a £50/day charge.
- 3.4 The IoR reserves the right to amend or cancel any course, course times, dates or published prices. Changes to course prices, times and dates will be advised before the course start date and any course already paid in full will not be subject to the increased price. As a course may be cancelled up to two weeks prior to its start date, we recommend that candidates do not make travel or accommodation arrangements before this time. Any costs incurred are entirely the candidate's responsibility. IoR does not accept any liability for reimbursement of any costs.

4. Course Provisions

- 4.1 Suitable training premises will be provided by the IoR.
- 4.2 Where a course is to be held in the premises of a commissioning group or company, this will be provided at their cost. These premises must include access to power, rest facilities, heat and light, tables and chairs. Additional facilities required will include multi-media equipment if available plus extension leads (this can be supplied by the IoR by discussion and arrangement).

5. Pre-Course Learning Requirements

- 5.1 All candidates must have completed the pre-course learning requirements (Working at Height & Introduction to Risk Assessment) and have submitted the evidence of completion prior to the first group learning session. Details of how to complete all preparatory work will be supplied upon registration. Certified proof from a recognised training provider for the pre-course learning requirements would be acceptable.
- 5.2 Candidates failing to complete pre-course study may be excluded from starting the course.

6. Course Completion

- 6.1 All candidates satisfactorily completing the course will receive a qualification certificate from the awarding body ABBE, Level 3 award in Roofing Management, together with accompanying certificate from the Institute of Roofing, showing modules and overall grades.

7. Course Tutor Contact

- 7.1 All candidates are required to maintain contact with the course tutor(s) with special attention to any absences from group sessions.

8. Membership Subscription

- 8.1 IoR membership is not a requirement to take the course.

9. Additional Conditions

- 9.1 Additional conditions may apply subject to final course or special requirements.
- 9.2 The IoR reserves the right to remove any candidate from their programme should their behaviour be deemed to be inappropriate. This would result in no refund of course fees or other costs being paid.

The Institute of Roofing

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