



Diploma in Funeral Arranging and Administration (DIP.FAA) LESSON PLAN

MODULE 3. Legislation (Country specific to learner)

Unit 8. Human Cremation: Law and Practice.	
Purpose and Aim of the Unit:	The purpose of the unit is to develop learners' understanding of cremation. Specifically, the unit aims to develop knowledge of the administrative procedures, documentation and governing regulations relating to cremations.
Learning Outcomes:	By the end of the session, the learner will;
3.8.1	Understand the operational working of a crematorium.
3.8.2	Understand the purpose of the cremation documentation.
3.8.3	Know which surgical implants require removal.
3.8.4	Understand the purpose of the Federation of Burial and Cremation Authorities' (FBCA) Code of Practice and general guidelines.
3.8.5	Know the administrative process for the cremation of body parts.



3.8.6	Know the methods and documentation for the disposal of cremated remains.
3.8.7	Understand the scattering/interment of cremated remains.
3.8.8	Know the available options for memorialisation.
3.8.9	Know the current guidelines for the disposal of unclaimed cremated remains.

This unit affords opportunities for learners to provide evidence of development and achievement of the following skills and competencies:

Communication – Oral and Written	Technical Knowledge
Attention to Detail	Legislative Knowledge



MODULE 3: Introduction to Funeral Arranging and Administration

UNIT 8: Human Cremation: Law and Practice.

Approximate Session Time: 3hrs			
Timing	Learning Activity (Tutor & Learners)	Resources	Assessment Method
0 – 10mins	<ol style="list-style-type: none">1) Introduction, Housekeeping & Register2) Recap learning from previous workshop3) Refer to aims & objectives of the Unit4) Refer to student learning materials5) Describe the activities planned for the session	PowerPoint Laptop/Projector Session Aim & Outcomes Student Learning Materials Student Register	Not Applicable
11 – 20mins	Discussion- Who has visited Crematoria and experience? (seen cremator and back of office) http://www.fbca.org.uk	http://www.fbca.org.uk	Not Applicable



Timing	Learning Activity (Tutor & Learners)	Resources	Assessment Method
21- 41mins	<p>Presentation -Code of Practice and General guidelines for the of BCA-(Q&A)</p> <p>Tutor led facilitated discussion to draw out and build on the existing knowledge from the students re- The Cremation Process</p>	Presentation	<p>Formative assessment by way of discussion</p> <p>Learning Outcome 1.</p> <p>Formative assessment through questioning</p>
41 –60 mins	<p>Cremation Documentation Forms, both Statutory and Non-Statutory.</p> <p>Consider forms required for the cremation.</p> <p>Group Work: Completion of forms in pairs or groups</p> <p>Exercise: Matching Form names to Numbers.</p>	<p>Hard copies of the forms (Available at http://www.justice.gov.uk/coroners-burial-cremation/cremation)</p> <p>Pre prepared cards. Two sets, One with Common names and one with Form numbers.</p> <p>http://www.iccm-uk.com/iccm/downloads.php?all=0&files=C</p>	<p>Learning Outcome 2</p> <p>Formative assessment through assessment of form completion and number matching exercise.</p>



Timing	Learning Activity (Tutor & Learners)	Resources	Assessment Method
61 – 70 mins 71 – 95 mins	Quiz with photos of Pacemakers and Implants followed by discussion to cover removal of implants. Presentation - Code of Practice and General guidelines for the of BCA-(Q&A)	Paper based Quiz with pictures of implants The Federation of Burial & Cremation Authorities. http://www.fbca.org.uk	Learning Outcome 3 Learning Outcome 4 Discussion and questioning
Comfort Break			
105 - 120 mins	Tutor led facilitated discussion to draw out and build on the existing knowledge from the students regarding the administrative process for the Cremation of body parts.	http://www.justice.gov.uk/coroners-burial-cremation/cremation	Questioning Learning Outcome 5



Timing	Learning Activity (Tutor & Learners)	Resources	Assessment Method
121– 130 mins	Tutor lead discussion on the methods and documentation required for the disposal of cremated remains.	Learning Materials	Learning Outcome 6
131 –165 mins	Group work and presentations – to discuss 1. Scattering/interment of cremated remains 2. Memorialisation of cremated remains 3. Current guideline for disposal of unclaimed cremated remains. Tutor to clear any ambiguities and give feedback accordingly.	Learning Materials Flipcharts	Assessment by observation of group presentations and discussion and by Tutor questioning. Learning Outcome 7,8 & 9



Deviations from the plan:	Issues Arising/To Do:



Module 3 Unit 8 Assessment Criteria

The learner can:

3.8.1a	Describe the working practice of a local crematorium.
3.8.1b	Outline the regulations governing cremation at a local crematorium.
3.8.2a	Identify the statutory documentation required for: a) adult cremation; b) cremation of a child/baby.
3.8.2b	Identify the non-statutory documentation required for: a) adult cremation; b) cremation of a child/baby.
3.8.3	Identify which surgical implants require removal prior to cremation.
3.8.4a	Describe the purpose of the FBCA's Code of Practice.
3.8.4b	Describe the purpose of the FBCA's general guidelines.
3.8.5	Describe the administrative process for the cremation of body parts.
3.8.6a	Describe the methods of disposal of cremated remains.
3.8.6b	For each method of disposal identified in 3.8.6a state the required documentation.
3.8.7a	Identify the options for scattering cremated remains.



3.8.7b	Describe the procedures for: a) the scattering of cremated remains; b) the interment of cremated remains.
3.8.8	Describe the options available for memorialisation.
3.8.9	Describe the current guidelines for the disposal of unclaimed cremated remains.