

Created	September 2022
By	Senior Team
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Approved by	Governing Board
Dissemination	Staff Training, Shared folders on Gdrive

QUALITY ASSURANCE AND IMPROVEMENT POLICY 2022-23

1. PURPOSE

VLUK is committed to providing a quality learning experience for all learners. This policy relates to all aspects of the quality of education including:

- **Intent:** how the curriculum is planned and sequenced to meet the needs of students as well as meeting local employer and community requirements
- **Implementation:** how the curriculum is delivered including standards of teaching, learning and assessment
- **Impact:** the outcomes of the curriculum including progress from starting points, achievement and destinations

2. SCOPE

It is the policy of VLUK to:

Ensure effective curriculum planning that meets the diverse needs of learners and is informed where necessary by stakeholder involvement including employers.

Create and maintain high standards and performance for teaching, learning and assessment.

Implement a robust process of quality assurance review including the use of Campus Reviews, SLT Reviews and Performance Reviews to assess and monitor the quality of education across the curriculum and that utilises quantitative and qualitative data to review performance.

Report to the Leadership Team and Governors any programmes that are underperforming in terms of quality and standards and ensure the required actions are in place to ensure improvement.

Survey the views of learners, parents/carers and employers to inform action by managers to improve the quality of education.

Require all external reports from FE Awarding Organisations and Higher Education Institutions to be logged and monitored.

Produce an annual company wide self-assessment report that provides judgements against the Education Inspection Framework (EIF) and grades all curriculum areas.

Produce an annual company wide quality improvement plan, which addresses the key issues identified in the annual self-assessment report.

Ensure programmes meet the guidance provided by the Education Inspection Framework (EIF).

3. QUALITY ASSURANCE AND IMPROVEMENT MEASURES

To implement this policy, we will quality assure all areas of the provision through the following procedures:

LEARNER SUCCESS FRAMEWORK

The learner success framework identifies the entitlement of all VLUK learners and the expectations of tutors and managers to ensure learners are receiving their entitlement.

QUALITY IMPROVEMENT CALENDAR

The quality improvement calendar is an annually updated resource used to monitor quality assurance activities and interventions.

SLT CAMPUS VISITS

SLT Campus Visits are unannounced campus visits to assure that learners are receiving their identified entitlement and reviews each stage of the learner success framework.

CAMPUS REVIEWS

Campus reviews are a half-termly review to identify and address campus quality assurance and intervention activities.

HANDBOOK FOR VISITING LESSONS

Lesson visits take place during two windows as per the quality improvement calendar monitor the quality of teaching and learning. Learning walks and peer lesson visits take place at regular intervals to continuously improve the quality of education.

QUALITY OF ASSESSMENT AND VERIFICATION HANDBOOK

A robust process for assessment internal verification ensures that learners receive a fair and valid assessment.

CONTINUOUS PROFESSIONAL DEVELOPMENT

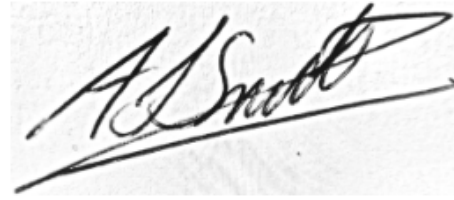
It is VLUK policy that all full time tutors complete 30 hours (% for PT) of CPD per academic year, which can be made up from attending sessions, action research or peer lesson visits, and logged on performance management documents.

4. EVALUATION AND MAINTENANCE

The Board of the Governors is responsible for receiving and approving the Quality Assurance Policy The Director of Quality will review the policy annually.

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CEO

A handwritten signature in black ink, appearing to be 'A. Smith', written over a horizontal line.

Chair of Governors