



QUALIFICATION OUTLINE

QUALIFICATION TITLE : Leading the Internal Quality Assurance of Assessment Processes and Practice

QUALIFICATION LEVEL: Level 4

Introduction

Level 4 Certificate in Leading the Internal Quality Assurance of Assessment Processes and Practice (QCF) develop skills, knowledge and understanding to enable learners to lead a team of internal quality assurers.

These qualifications are intended for learners wanting to undertake training or to further develop their knowledge and skills in this subject area. The objectives of the qualifications include supporting a role in the workplace and meeting relevant programmes of learning.

Who should take this qualification?

The qualification is suitable for anyone who is occupationally competent and qualified in at least one subject and who is already experienced as an assessor.

- The trainee IQA will need to produce a portfolio of work and evidence
- In addition, the trainee IQA will need to complete real IQA work with real assessors working with learners at their workplace.
- Trainee IQA's also need to attend a number of standardisation days.

Qualification Content and Assessment Information

Study Location: Work based

How is the qualification delivered?

Unit one - *Understanding the principles and practices of internally assuring the quality of assessment.*

Unit two - *Internally assure the quality of assessment*

Unit Three - *Plan, allocate and monitor work in own area of responsibility*

Assessment and Exams: There are no exams for this qualification. The qualification is an on-going assessment of learners work plus Observation, Discussion, Expert Witness and Assignments. Learners are allocated an experienced assessor who will have competency in your particular field and will support and guide the learner and ensure that the range of evidence produced fulfils the following criteria;

Valid is relevant to the standards for which competence is claimed

Authentic is produced by the learner

Reliable indicates that the learner can consistently perform at this level

Current is sufficiently recent to create confidence that the same skill, understanding or knowledge persist at the time of the claim

Sufficient fully meets the requirements of the standards

General Information

Payment Options: This qualification can be paid for in full or via our Flexi Payment Plan which spreads the cost over 4 consecutive equal payments. Learners can also finance this course utilising an Advanced Learner Loan. Please contact us for the most up to date funding information.

Start Date: This is a rolling programme. Start date is by arrangement.

Entry requirements: There are no formal entry requirements although a good standard of English and Maths is necessary and initial assessments are offered to learners without prior achievement. Learners would need to be working/volunteering for an average of two days per week in the setting in order to meet the assessment requirements

Where could this lead?

Successful learners can progress through the suite of qualifications in this specification and to other qualifications such as: -

- Level 4 Award in Externally Assuring the Quality of Assessment Processes and Practice
- Level 4 Diploma in Learning and Development (QCF)

