



Pearson

Collaborative and consortium arrangements for the delivery of vocational qualifications policy

Quality Services and Governance

Who and what is this policy for:

This policy is for centres to use when working with other centres in informal, consortium and exceptional arrangements to deliver Pearson vocational qualifications. This policy describes the requirements needed to ensure quality assurance and certification can take place.

Pearson Education Ltd – Our Mission and Values

Welcome to Pearson, the world's learning company. We have a simple mission: to help people make more of their lives through learning. Whether it's at home, in the classroom or in the workplace, learning is the key to improving our life chances. We are the UK's largest awarding body and we are regulated by Ofqual (England), SQA Accreditation (Scotland), CCEA Regulation (Northern Ireland) and Qualifications Wales (Wales). We offer academic and vocational qualifications that are globally recognised and benchmarked, with educational excellence rooted in names like Edexcel, BTEC, and LCCI.

Our regulatory policies are integral to our approach and articulate in a consistent way how we meet regulatory requirements. These policies are designed to support centres and learners with the design, delivery and award of Pearson qualifications and services.

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Owner Head of Centre Management and Risk

Authorised by Responsible Officer

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Ratified by PUKLT July 2018

1. Scope of policy

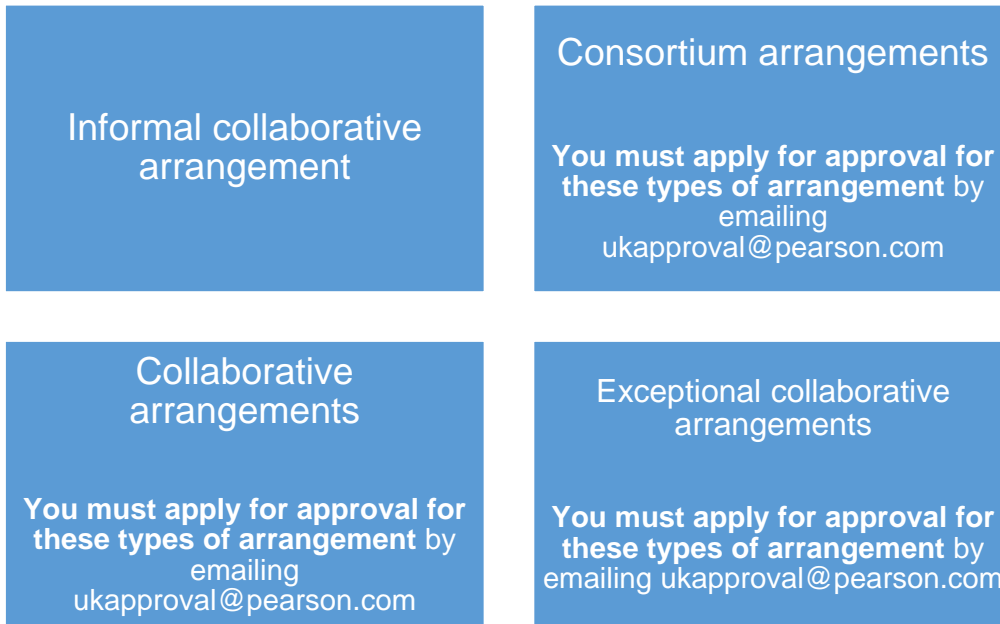
- 1.1 This policy:
- Describes the models of collaborative and consortium arrangements that we will support.
 - Describes the process for applying to have collaborative and consortium arrangements.
 - Provides some definitions of centres.
- 1.2 We can approve collaborative or consortium arrangements between international centres on a case by case basis only. Please contact vqinternational@pearson.com
- 1.3 We want to support all centres delivering our qualifications and services and will discuss other partnership agreements not described in this policy on a case by case basis. To discuss other arrangements, you will need to contact our Centre Management Team vocationalqualitystandards@pearson.com.
- 1.4 **This policy applies to** centres which deliver vocational qualifications, including **regulated BTECs, NVQs SVQs, and Pearson's Self-Regulated Framework customised qualifications**¹. For information and advice about delivering Functional Skills or ESOL qualifications collaboratively contact our experts for advice at vocationalqualitystandards@pearson.com.

2. Policy statement

- 2.1 Most vocational qualifications are suitable for collaborative delivery, however, some qualifications that include forms of external assessment may not be suitable. Please contact us for advice by emailing vocationalqualitystandards@pearson.com.
- 2.2 It's important that you have approval from us before you begin delivering programmes so that we can support you and put in place quality assurance mechanisms which will strengthen your collaborative or consortium arrangements. There is a risk that we would not be able to allow certification for learners that have been assessed as part of an unapproved collaborative arrangement.
- 2.3 We monitor all UK centres involved in collaborative or consortium arrangements on an annual basis as part of our quality assurance process.
- 2.4 We reserve the right to withdraw approval, suspend approval or suspend certification if there is unapproved collaboration.

¹ Note that SVQs and SQA Accredited qualifications cannot be offered internationally.

3. What are the different types of arrangements?



Informal collaborative arrangement

- 3.1 **Two or more approved centres**, each with their own centre number and qualification approval, work together to share information, assignments, staff and physical resources. There is no shared assessment and each centre has total ownership of its own quality assurance.
- 3.2 You do not need approval from us for this arrangement.

Collaborative and consortium arrangements

- 3.3 **Collaborative arrangements should be applied if two approved Pearson centres work together** to deliver, assess and quality assure specific Pearson qualifications.
- 3.4 **Consortium arrangements are when three or more approved Pearson centres work together** to deliver, assess and quality assure specific Pearson qualifications.
- 3.5 You must apply for approval for these types of arrangement. All consortium and collaborative arrangement approvals are agreed with Centre Quality Managers by sending them to qualitymanagement@pearson.com before they begin.
- 3.6 In these arrangements, each centre needs to have programme approval to deliver the qualifications. The centre delivering the qualification is responsible for the assessment however all centres are jointly responsible for the quality assurance of the qualification(s): each centre has equal responsibility for the registration and certification of learners.
- 3.7 **For UK centres**, the centre which receives funding should register learners. **If none of the centres are receiving funding then you should apply for an exceptional collaborative arrangement.**
- 3.8 **One centre acts as Lead Centre.** The Lead Centre is responsible for:
 - Submitting a qualification approval form for each qualification that will be delivered/assessed through the consortium group. The qualification application must be accompanied by **The Collaborative and Consortia Arrangements Application Form.**

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- Checking that each consortium member delivering a qualification has programme approval to do so
 - communicating the quality assurance arrangements for the qualification(s) and for ensuring that all centres are aware of requirements
 - Co-ordinating the quality assurance for each qualification being delivered and assessed in a consortium agreement. This includes coordinating an annual review of the quality of delivery and/or assessment for each qualification approved across the consortium. The records and reviews must be made available to us.
 - Developing and monitoring any required actions plans to address quality issues as a result of the annual review.
- 3.9** These arrangements are approved on a qualification by qualification basis. You will need to ensure that you have approval for each qualification that you intend to deliver in this way.
- 3.10** Learners who are being taught and/or assessed as part of a consortium programme are the responsibility of the centre at which they are registered.
- 3.11** Centres are jointly responsible for the quality assurance of each qualification included in a Consortium Arrangement.
- 3.12** The delivery and/or assessment of each qualification that is delivered through a consortium agreement must meet the learning outcomes and assessment requirements of the qualifications.
- 3.13** All learners will be managed as a single cohort for the qualification in a consortium. This means that we will allocate one Standards Verifier who will sample learners from across the consortium.
- 3.14** If a consortium is inactive for a two-year period approval will be removed.
- 3.15** **Each centre has its own centre identity**, any quality assurance outcomes, standards verification will apply to all centres collaborating for a given programme. **Certificates will show the details of the centre of registration** and not the Lead Centre.

Exceptional collaborative arrangements

- 3.16** You must apply for approval for this type of arrangement.
- 3.17** **Two or more centres work together** to deliver, assess or quality assure specific Pearson qualifications. **At least one of the centres** in the arrangement must be a **Pearson approved centre** and the lead centre will be required to have programme approval.
- 3.18** **The Lead Centre must submit a qualification approval form** for each qualification that will be delivered/assessed through the collaborative group. The qualification application must be accompanied by The Consortium and Exceptional Arrangements Application Form.
- 3.19** Exceptional collaborative arrangements must always be agreed beforehand with our Responsible Officer and the Head of Centre Management on a case-by-case basis. We will **require a copy of a written contract between all participating centres** that will be lodged with us and **subject to annual review**.

4. What happens if a centre wants to leave an arrangement?

- 4.1 If any of the centres included in a collaborative agreement decide to end an agreement it is important that the Lead Centre informs us as soon as possible so that we can work together to make sure that the interest of any learner is protected.
- 4.2 If a centre wishes to leave a consortium but continue to offer the qualification independently at their centre, registrations must be made on the centre approved qualification code and not the consortium qualification code.
- 4.3 Centres that are leaving arrangements must inform vocationalqualitystandards@pearson.com

5. Definition of centres

Lead centre

- 5.1 The collaborative arrangement approval rests with the Lead Centre. The Lead Centre is the centre which contacts and recruits other organisation(s), which must each have been previously approved by us to deliver vocational qualifications.

International centres

- 5.2 An international centre is defined as an approved centre location in any region of the world, other than England; Channel Islands; Isle of Man; Wales; Scotland and Northern Ireland.

UK centres

- 5.3 A UK centre is defined as a centre located in England; Channel Islands, Isle of Man; Wales; Scotland or Northern Ireland.

6. Regulatory references

- 6.1 UK regulators require all awarding organisations to establish and maintain their compliance with regulatory conditions and criteria. As part of this process, policies that relate to Pearson’s status as an awarding organisation will reference any particular conditions and criteria that they address.
- 6.2 This policy addresses the following regulatory criteria and conditions:

<u>Ofqual/CCEA Regulation/Qualifications Wales General Conditions of Recognition</u>	
Arrangements with third parties	Condition C1
Arrangements with centres	Condition C2
<u>SQA Accreditation Regulatory Principles (2014)</u>	
The awarding body shall ensure that it has the necessary arrangements and resources for the effective delivery; assessment and quality assurance of SQA accredited qualifications.	Principle 10

7. Policy review date

- 7.1 This policy will be reviewed in June 2019.

8. Useful information

8.1 For more information there is a guide on our website: [Centre Guide to consortia](#)

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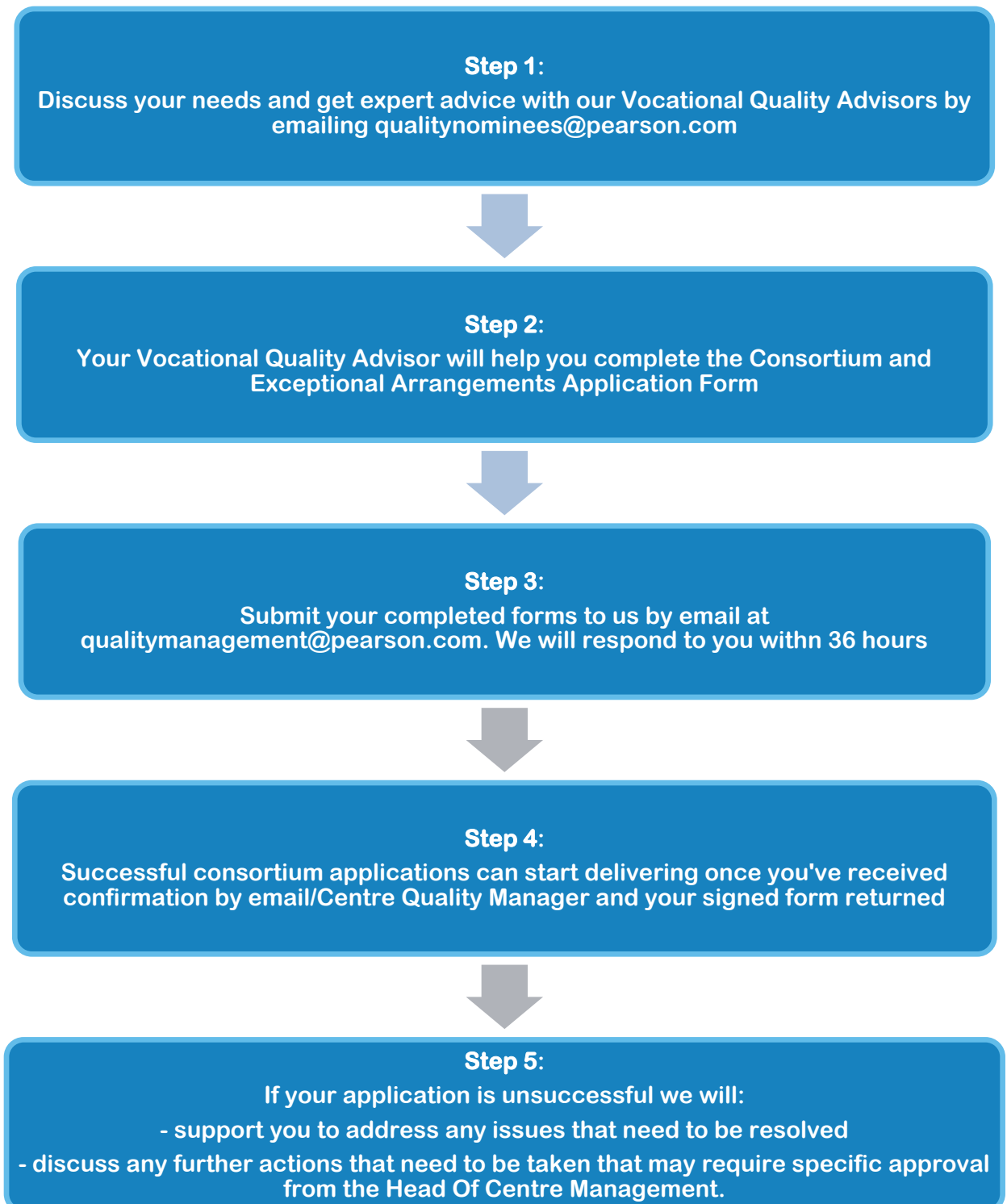
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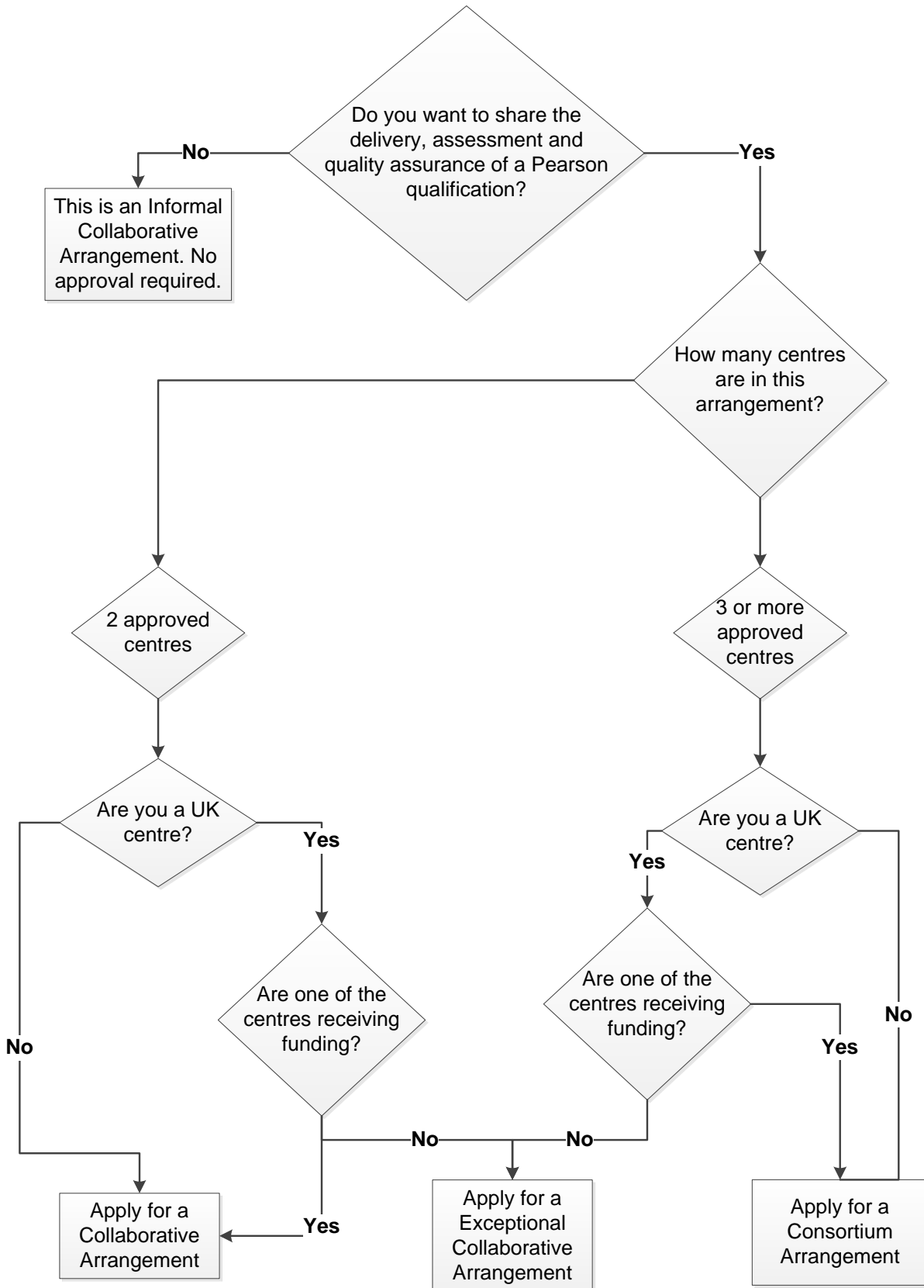
9. Appendix A – the consortium application process flowchart



10. Appendix B: FAQs

Question	Informal collaboration	Consortium arrangements	Collaborative arrangements	Exceptional collaborative arrangement
How many centres are involved?	2 or more approved centres	3 or more approved Pearson centres	2 approved Pearson centres	2 or more centres (1 must be an Approved Pearson centre)
Who has responsibility for registration and certification of learners?	Each centre registers their own learners	Each centre registers their own learners	Each centre registers their own learners	Lead Centre (And any other centre who is Pearson Approved)
Who is responsible for the assessment?	Each centre is responsible for assessment of their own learners	Centre delivering the qualification	Centre delivering the qualification	Lead Centre/ all approved Pearson Centres within the arrangement
Who is responsible for the learners?	The registering centre	The registering centre	The registering centre	The Lead Centre and/or registering centre if there is more than 1 Pearson approved centre within the arrangement
Who coordinates quality assurance?	Each centre registering the learners.	Lead Centre	Lead Centre	Lead Centre
Is Pearson approval required?	No	Yes	Yes	Yes - with written agreement between all centres
Who should have programme approval for the qualification they are applying for?	All centres involved	All centres involved	Both centres	The Lead Centre (and any other centre who is Pearson Approved)

What type of consortium arrangement should you apply for?



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