



Pearson

Notification of new qualifications policy

Quality Services and Governance

Who and what is this policy for:

This policy is for publishers who are interested in developing resources for our new qualifications. The policy outlines our approach to giving all publishers access to information about new qualifications approved for development.

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 Publisher Relations Manager

Authorised by Responsible Officer

October 2018 version 3.4 DCL 1: Public (Unclassified)

Ratified by PUKLT November 2018

1. Scope of policy

- 1.1** We endorse resources which support teaching and learning in relation to our qualifications. It is essential that publishers have timely access to information about the new qualifications we approve for development. The policy refers equally to all publishers who wish to have resources endorsed for use with our qualifications, whether they are part of Pearson or external to the organisation ('third-party').

2. Policy statement

- 2.1** This policy outlines our approach to giving fair access to all publishers to information about new qualifications approved for development, it:
- identifies the information which is shared and when that happens; and
 - clarifies the roles and responsibilities of our staff in different parts of the organisation in relation to the process.

3. How we share information with publishers

- 3.1** Any publisher can ask to be added to the circulation list for information on new qualifications.
- 3.2** New qualifications are approved for development at regular Product Lifecycle (PLC) meetings. After each meeting, we update all publishers on the circulation list about new qualifications approved for development. This information is normally circulated within one week of the meeting.
- 3.3** When a new suite of national qualifications is being developed (for example A levels, BTEC Nationals) we will organise a briefing meeting for all interested Pearson and third-party publishers to find out more about the plans. This meeting will normally take place within two weeks of the PLC meeting. Publishers can register interest in any of these new qualifications with the Publisher Relations Team (publisher.relations@pearson.com). Publishers who express interest will be given information at the following points in development:
- after qualification design approval (typical information available at this stage includes unit titles and form of assessment for each); and
 - after qualification approval (this will be the version submitted to a regulatory body for accreditation).
- 3.4** Publishers who have expressed interest may ask for updates on progress and content between these two stages, but should be aware that plans may change until the final internal sign off.
- 3.5** Senior Examiners may not write commercial published materials for Pearson or external publishers for the same qualification level for which they set examination questions. The names of those in the senior examining team for each qualification will be shared once finalised.
- 3.6** For some qualifications, there may be information which is commercially sensitive, for example the use of onscreen assessment. This information is withheld until it is agreed that it can be shared equally with all publishers, both third-party and Pearson. If it is not possible to withhold this information from Pearson publishers, they may not act upon it until it has been shared with all publishers who have registered their interest.

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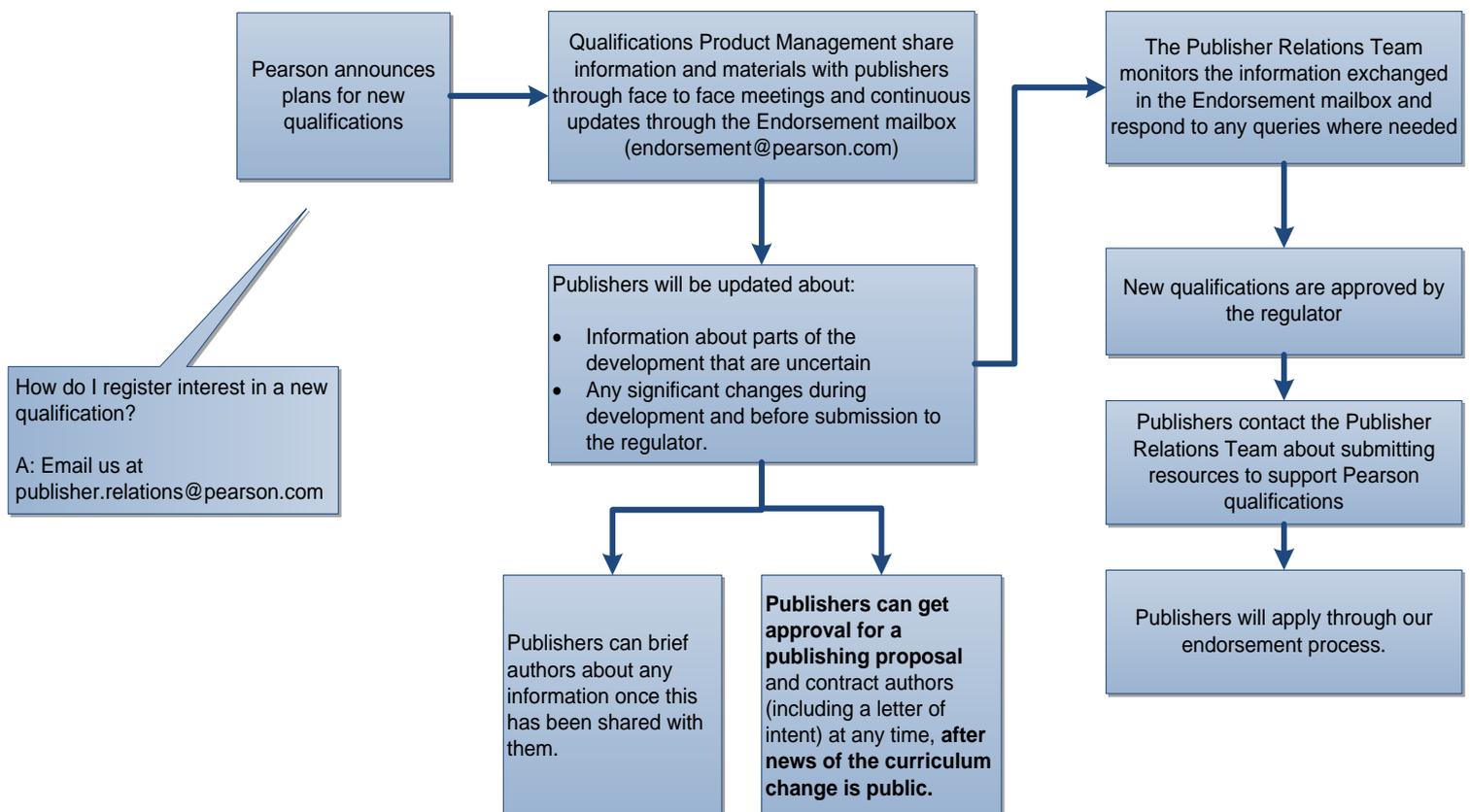
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4. Who is Responsible, Accountable, Consulted and Informed in this process?

(r)(Responsible) (a)(Accountable) (c)(Consulted) (i)(Informed)

	General and Vocational Qualifications Product Management	Publisher Relations Team	Publishers (third-party or Pearson)	Qualification Development
Briefing publishers about new qualifications that are to be developed	(r)	(a)	(i)	
Sharing information with publishers before submission to the appropriate regulatory body (for example, draft specifications)	(r, a)	(i)	(i)	
Updating draft specification and Sample Assessment Materials online after submission to the appropriate regulatory body			(i)	(r, a)
Monitoring the exchange of information with publishers		(r, a)		
Contracting and briefing authors			(r, a)	



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5. Regulatory references

- 5.1 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 conditions and criteria that they address.
- 5.2 This policy addresses the following regulatory criteria and conditions:

Ofqual/CCEA Regulation/Qualifications Wales General Conditions of Recognition	
Conflicts of interest	Condition A4.7
Arrangements with publishers	Condition C3
Maintaining confidentiality of assessment materials, including the conduct of specified training events	Condition G4
SQA Accreditation Regulatory Principles (2014)	
The awarding body shall have clearly defined business planning processes which show evidence of management commitment, decision making and ongoing review	Principle 3

6. Policy review date

- 6.1 October 2019

7. Useful information

- 7.1 For more information please contact the Publisher Relations Team (publisher.relations@pearson.com).

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