

**Centre Number:** 03828  
**Centre Name:** BEACON EDUCATION PARTNERSHIP LTD  
**SV Number:** 963157  
**SV Name:** MRS B LAMBERT  
**Sampling Method:** Visit  
**Visit/Sampling Date:** 22/05/14  
**Duration of visit/sampling (hours):** 4  
**Number of assessment sites:** 1  
**Assessment site visited:** Beacon Education Partnership LTD  
**Records required prior to the sampling were forwarded to SV by the centre as specified in the VRP:** Yes  
**Reason why programmes not sampled:**  
 The Centre is not running a number of programmes as indicated

**Programmes**

Programme Number	Level	Programme Name	Visit No.	No. of Candidates					Outcome	Direct Claim Status
				Registered	Active	Sampled	Interviewed	Observed		
Q7000533	2	TEAM LEADING (LEVEL 2 NVQ CERTIFICATE)	1	8		0				
Q7000534	3	MANAGEMENT (LEVEL 3 NVQ CERTIFICATE)	1	2	1	1	YES	NO	Certification Released	YES
Q7000558	2	BUSINESS AND ADMINISTRATION (LEVEL 2 NVQ CERTIFICATE)	1	1		0				
Q7000561	3	BUSINESS AND ADMINISTRATION (LEVEL 3 NVQ DIPLOMA)	1	3		0				
Q7000836	3	ASSESSING VOCATIONAL ACHIEVEMENT (LEVEL 3 CERTIFICATE)	1	5		0				
Q7000839	4	LEADING THE INTERNAL QUALITY ASSURANCE OF ASSESSMENT PROCESSES AND PRACTICE (LEVEL 4 CERTIFICATE)	1	1		0				
Q7001141	3	CLINICAL HEALTHCARE SUPPORT (LEVEL 3 DIPLOMA)	1	3		0				
Q7001155	2	HEALTH AND SOCIAL CARE (ADULTS) FOR ENGLAND (LEVEL 2 DIPLOMA)	1	197	4	1	YES	NO	Certification Released	YES
Q7001159	3	HEALTH AND SOCIAL CARE (ADULTS) FOR ENGLAND (LEVEL 3 DIPLOMA)	1	72	2	1	YES	NO	Certification Released	YES
Q7001161	3	HEALTH AND SOCIAL CARE (ADULTS) FOR ENGLAND (ADULTS WITH LEARNING DISABILITIES) (LEVEL 3 DIPLOMA)	1	0		0				

**Sampling Rationale:**

The numbers sampled are low as there are a lot of learners that have transferred to another centre code and are no longer active.

**Sampling Assessment Decisions**

<b>Programme:</b> Q7000534	<b>Unit Sampled:</b> 2	<b>Candidate Name:</b> Julie Brown	<b>Assessor Name:</b> Emma Catchpole
<b>Source of Evidence</b>			
<b>Observation:</b> YES	<b>Work based:</b> YES	<b>Product:</b> NO	<b>Witness testimony:</b> NO
<b>Simulation:</b> NO	<b>Professional discussion:</b> NO	<b>Expert Witness:</b> NO	<b>Questions:</b> YES
<b>Others:</b> NO			
<b>Is the evidence (VARCS):</b> Valid? YES	<b>Authentic?</b> YES	<b>Current?</b> YES	<b>Reliable?</b> YES <b>Sufficient?</b> YES
<b>Internal Verifier</b>			
<b>Has this been sampled by the Internal Verifier?</b> YES	<b>Date:</b> 01/05/14		
<b>Is IV accredited?</b> YES	<b>If 'No', has the sample been validated?</b>		
<b>Is there an IV report on file</b> YES			
<b>Assessment</b>			
<b>Is the assessor accredited?</b> YES	<b>If 'No', has the assessment decision been validated?</b>		
<b>Is there an assessor report on file?</b> YES	<b>Final Assessment Date:</b>		
<b>Assessment decision confirmed?</b> YES			
<b>Programme:</b> Q7001155	<b>Unit Sampled:</b> 4	<b>Candidate Name:</b> Aroma Emenike	<b>Assessor Name:</b> Florie Odoge
<b>Source of Evidence</b>			
<b>Observation:</b> YES	<b>Work based:</b> NO	<b>Product:</b> NO	<b>Witness testimony:</b> NO
<b>Simulation:</b> NO	<b>Professional discussion:</b> NO	<b>Expert Witness:</b> NO	<b>Questions:</b> YES
<b>Others:</b> NO			
<b>Is the evidence (VARCS):</b> Valid? YES	<b>Authentic?</b> YES	<b>Current?</b> YES	<b>Reliable?</b> YES <b>Sufficient?</b> YES
<b>Internal Verifier</b>			
<b>Has this been sampled by the Internal Verifier?</b> YES	<b>Date:</b> 23/08/13		
<b>Is IV accredited?</b> YES	<b>If 'No', has the sample been validated?</b>		
<b>Is there an IV report on file</b> YES			
<b>Assessment</b>			
<b>Is the assessor accredited?</b> YES	<b>If 'No', has the assessment decision been validated?</b>		
<b>Is there an assessor report on file?</b> YES	<b>Final Assessment Date:</b> 21/08/13		
<b>Assessment decision confirmed?</b> YES			
<b>Programme:</b> Q7001159	<b>Unit Sampled:</b> 1	<b>Candidate Name:</b> Selina Marune	<b>Assessor Name:</b> Sarah Jones
<b>Source of Evidence</b>			
<b>Observation:</b> YES	<b>Work based:</b> YES	<b>Product:</b> NO	<b>Witness testimony:</b> NO
<b>Simulation:</b> NO	<b>Professional discussion:</b> YES	<b>Expert Witness:</b> NO	<b>Questions:</b> YES
<b>Others:</b> NO			
<b>Is the evidence (VARCS):</b> Valid? YES	<b>Authentic?</b> YES	<b>Current?</b> YES	<b>Reliable?</b> YES <b>Sufficient?</b> YES
<b>Internal Verifier</b>			
<b>Has this been sampled by the Internal Verifier?</b> YES	<b>Date:</b> 11/06/13		
<b>Is IV accredited?</b> YES	<b>If 'No', has the sample been validated?</b>		
<b>Is there an IV report on file</b> YES			
<b>Assessment</b>			
<b>Is the assessor accredited?</b> YES	<b>If 'No', has the assessment decision been validated?</b>		
<b>Is there an assessor report on file?</b> YES	<b>Final Assessment Date:</b> 10/06/13		
<b>Assessment decision confirmed?</b> YES			

### Recognition and Assessment Criteria

	Criterion	Outcome	Yes/ No
MS	MANAGEMENT SYSTEMS		
MS1	The centre's aims and policies in relation to NVQs are supported by senior management and understood by the assessment team.		Y
MS2	The centre's access and fair assessment policy and practice is understood and complied with by assessors and candidates.		Y
MS3	The roles, responsibilities, authorities and accountabilities of the assessment and verification team across all assessment sites are clearly defined, allocated and understood.		Y
MS4	There is effective communication within the assessment team and with the awarding body.		Y
MS5	Awarding bodies are notified of any changes that may affect the centre's ability to meet the centre approval requirements.		Y
MS6	Assessors and verifiers have sufficient time, resources and authority to perform their roles and responsibilities effectively.		Y
MS7	Information supplied to the awarding body for the purposes of registration and certification is complete and accurate.		Y
MS8	Queries about the qualification specification, assessment guidance or related awarding body material are resolved and recorded.		Y
MS9	Candidate records and details of achievements are accurate, kept up to date, securely stored in line with awarding body requirements, and available for external verification and auditing.		Y
MS10	Requests are complied with for access to premises, records, information, candidates and staff for the purpose of external verification.		Y
CR	CENTRE RECOGNITION CRITERIA		
CR1	There are sufficient competent and qualified assessors - as specified within the overarching assessment strategy for the sector* - to support the assessment of units and the programme		Y
CR2	There are sufficient competent and qualified internal verifiers - as specified within the overarching assessment strategy for the sector** - to support the assessment of units and the programme		Y
CR3	A system of professional updating explicitly linked to individual development plans is maintained for all assessors and internal verifiers		Y
CR4	Resource requirements for the effective delivery of the programme are accurately identified in relation to the specific qualification		Y
CR5	The identified resource requirements for the effective delivery of the programme are sufficient and accessible to all learners		Y
CR6	The centre ensures that equipment and facilities comply with relevant safeguarding, health and safety and other regulatory requirements		Y
CR7	The centre provides Edexcel with access to premises, people and records, and to cooperate with Edexcel monitoring activities		Y
CR8	Changes to programme personnel are notified to Edexcel		Y
LS	LEARNER SUPPORT		
LS1	Information, advice and guidance about qualification procedures and practices is provided to learners and potential learners		Y
LS2	Learners' previous experience and development needs are matched against the requirements of the award and individual development/action plans are established		Y
LS3	Where appropriate, literacy, numeracy & I.T. skills are evaluated and support agreed with learners		Y
LS4	Roles and responsibilities (including health and safety) of the learner and others involved in the process are explained		Y
LS5	Learners receive regular, ongoing guidance and support suited to their needs		Y
LS6	Individual assessment requirements of learners are identified and met where possible		Y
LS7	There is a documented appeals process which meets Edexcel's requirements and which is explained to learners		Y
LS8	Access to unit certification is explained and available to learners		Y
AV	ASSESSMENT AND VERIFICATION		
AV1	Assessment is carried out by occupationally competent and qualified staff, as specified within the overarching assessment strategy for the qualification		Y
AV2	All decisions of unqualified assessors are validated by qualified, occupationally competent Assessors		Y
AV3	Assessment tools are suited to the NVQ and capture evidence effectively and efficiently		Y
AV4	Assessment is planned effectively to make best use of naturally occurring evidence opportunities		Y
AV5	Assessment is undertaken on an holistic rather than piecemeal basis		Y
AV6	Performance evidence from the learner's own working environment is the predominant source of evidence		Y
AV7	The range of methods used ensures equality of access to assessment for all learners		Y
AV8	The IV strategy sets out a clear and feasible rationale for sampling assessment decisions and assessment practice		Y
AV9	Assessment practice and decisions are systematically sampled and recorded		Y
AV10	Validation of summative assessment decisions is completed by qualified Internal Verifiers		Y
AV11	Results of sampling are acted upon and feedback given		Y
AV12	The IV system is used pro-actively to improve assessment practice		Y
AV13	Training and development is carried out to address identified needs of assessors and internal verifiers		Y
AV14	The effectiveness of the internal verification strategy is regularly reviewed against national requirements including the JAB guide		Y
R	RECORDS		
R1	Records of assessment and internal verification are made available for the purposes of auditing		Y

R2	Records of assessment and internal verification activity are maintained in line with Edexcel requirements		Y
R3	A mechanism is in place to ensure that the centre's achievements are monitored and reviewed and used to inform future centre qualification developmental activity		Y
R4	Learner, employer and other feedback is used to evaluate the quality and effectiveness of qualification provision against the centre's stated aims and policies, leading to continuous improvement		Y
R5	A mechanism is in place to ensure that actions identified by external verification visits are disseminated to appropriate staff and corrective measures are implemented		Y
R6	Learner achievement and assessment outcomes are monitored and reviewed in relation to the centre's equal opportunities policy		Y
DP	SIGNIFICANT FAILINGS IN DELIVERY OF PROGRAMME(S)		
DP1	Assessment process disadvantages learners		N
DP2	Assessment decisions are unfair		N
DP3	No qualified internal verifier		N
DP4	Assessment does not meet national standards		N
DP5	The centre fails to provide access to requested records, information, learners and staff		N
DP6	Assessed evidence is not the authentic work of learners		N
DP7	Records of assessment show serious anomalies		N
DP8	Certification claims made before all the requirements of assessment are satisfied		N
DP9	Previously agreed corrective measures relating to 'Action Points' are not implemented		N
DP10	Previously agreed corrective measures relating to suspension of DCS are not implemented		N

**Programmes**

<b>Prog No</b>	<b>Level</b>	<b>Programme Name</b>	<b>Verification Outcome</b>	<b>Override</b>	<b>Direct Claim Status</b>
Q7000533	2	TEAM LEADING (LEVEL 2 NVQ CERTIFICATE)			
Q7000534	3	MANAGEMENT (LEVEL 3 NVQ CERTIFICATE)	Certification Released		YES
Q7000558	2	BUSINESS AND ADMINISTRATION (LEVEL 2 NVQ CERTIFICATE)			
Q7000561	3	BUSINESS AND ADMINISTRATION (LEVEL 3 NVQ DIPLOMA)			
Q7000836	3	ASSESSING VOCATIONAL ACHIEVEMENT (LEVEL 3 CERTIFICATE)			
Q7000839	4	LEADING THE INTERNAL QUALITY ASSURANCE OF ASSESSMENT PROCESSES AND PRACTICE (LEVEL 4 CERTIFICATE)			
Q7001141	3	CLINICAL HEALTHCARE SUPPORT (LEVEL 3 DIPLOMA)			
Q7001155	2	HEALTH AND SOCIAL CARE (ADULTS) FOR ENGLAND (LEVEL 2 DIPLOMA)	Certification Released		YES
Q7001159	3	HEALTH AND SOCIAL CARE (ADULTS) FOR ENGLAND (LEVEL 3 DIPLOMA)	Certification Released		YES
Q7001161	3	HEALTH AND SOCIAL CARE (ADULTS) FOR ENGLAND (ADULTS WITH LEARNING DISABILITIES) (LEVEL 3 DIPLOMA)			

Actions for centre

Criterion Reference	Action	Target Date
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Action points from previous report(s)

Criterion Reference	Action	Target Date
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Actions needed by Standards Verifier

Action	Target Date
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Additional Comments

**Centre Recognition Criteria:**

There is a qualified and experienced staff team with robust CPD and development activities. I have interviewed and spoken to assessors today who have been consistent with their understanding of the assessment process and developmental activities.

**Learner Support:**

The learner support given is individual which is tailored to learner needs and the environment. I have sampled portfolios that reflect the support given and the adaptability and flexibility of approach to reflect those needs as indicated.

**Assessment and Verification:**

The portfolios are well structured and standardised. There is evidence of adequate assessment planning and activity that support individual learner evidence gathering. The IV strategy is an appropriate rationale and follows from the IV procedure. Development objectives are addressed through standardisation activities and I have viewed minutes of these and assessment team meetings.

Records are clearly maintained both electronic and paperbased. These records are randomly audited by the quality manager.

The centre understands the requirements of Pearson and appropriate record keeping procedures are followed.

**Significant Failings in Delivery Of Programme(s)**

There are no concerns over centre compliance.

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**Centre Personnel:**

There are no changes to the centre staffing

**Areas of good practice:**

The centre ensure records are well maintained that shows a clear audit trail.

**Candidate support review completed:** Y

**At the centre, action points were discussed and agreed with...**

**Name:** Sarah Jones

**Position:** Quality Manager

**Staff seen on visit:**

Sarah Jones - Quality Manager/Lead IV

Chris Wilkins - Director

**Candidates for Limited Certification**

Prog No	Level	Programme Name	Reg No	Learner Name
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