



# Pathway Group

## Quality Assurance Policy

Published: 14<sup>th</sup> March 2022

Version	Action	Author	Verifier	Comments	Date
V1.0	Create	Shabir Siddiq	Safaraz Ali	Creation	19/10/2013
V2.0	Review	Sajad Ali	Safaraz Ali	Amendments	16/10/2014
V3.0	Review	Sajad Ali	Safaraz Ali	Amendments	27/10/2015
V4.0	Review	Sajad Ali	Safaraz Ali	Amendments	24/10/2016
V5.0	Review	Sajad Ali	Safaraz Ali	Amendments	12/04/2017
V6.0	Review	Sajad Ali	Safaraz Ali	Amendments	10/04/2018
V6.0	Review	S.Etheridge	Safaraz Ali	None	23/04/2019
V7.0	Review	S. Johnston	Sajad Ali	Amendments	13/03/2020
V7.1	Review	S. Johnston	Sajad Ali	No Update	11/02/2021
V7.2	Review	J. Denton	S. Ford	Amendments	14/03/2022

## Review

This policy will be regularly monitored to ensure that the objectives are achieved. In addition to the annual review cycle for this policy, this policy will also be reviewed and where necessary revised in the event of legislative or organisational changes.

## Next Review Date

14/03/2023

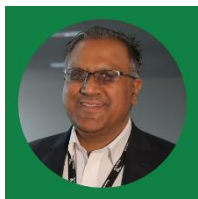
## Intent

The primary purpose of quality assurance is the enhancement of the quality of the learning experience and the continuous improvement of standards associated with that learning.

This Quality Assurance Policy outlines our belief and commitment to ensure that ongoing quality improvement is an integral part of our organisation.



**Safaraz Ali**  
Chief Executive Officer



## Implementation

All staff are expected to take personal responsibility for their own professional quality and standards in all their activities.

Staff will exercise this responsibility within a supportive environment where expectations and standards are clearly defined and monitored. Continuous improvement and innovation are encouraged, development and training opportunities are provided, feedback is actively sought from clients and duplication of effort is strenuously avoided.

Pathway Group will aim for continuous improvement in the quality of all aspects of its work as part of its determination to help learners achieve the highest possible standards

- Pathway Group aims to be the first choice for high quality education and training within its community.
- The purpose of the Quality Assurance Policy is to ensure such continuous improvement through a process of self-evaluation and action planning.
- The Quality Assurance Policy and associated procedures will involve all employees and collaborative partners. The management of the process will be through the existing organisational structure. Line managers will initiate procedures within their teams and collate and agree self-assessment reports and action plans.
- The Quality Assurance Procedures will be founded in a process of regular self-evaluation by teams in different departments, internal & external audits, and observations, in addition to employer and client feedback.
- The Quality Procedures will seek the views and perceptions of learners and other stake holders for whom the services of Pathway Group exist.
- Wherever appropriate, the procedures will promote the identification of quality standards and performance indicators against which performance can be measured, evaluated, and improved for example OFSTED Education Inspection Framework.

## Responsibility for Implementation

- All staff (Heads, Managers, Vocational Tutors, and Support Staff) are responsible for the implementation of the Quality Assurance Policy.
- It is the Head of Quality responsibility to ensure there is an annual review of the Policy.

It is the responsibility of all, to engage positively in that review and ensure implementation.

## **Focus of Quality Assurance**

### **The Curriculum**

- To encourage continuous improvement in the quality of all teaching and learning programmes, thereby; making learning an enjoyable activity and through this, increasing learner retention and the achievement of individual learning aims.
- To develop and sustain a diverse range of learning programmes with curriculum which provide opportunities for progression and provide learners with experiences and wherever appropriate, qualifications suited to their learning aims.
- To ensure rigorous, standardised, and consistent assessment procedures, which meet the standards of external validation bodies.
- To provide information that supports strategic planning for Pathway Group business development cycle.
- To monitor and evaluate the procedure for advising, interviewing, and counselling learners at entry and throughout their time at Pathway Group.
- To establish standards and monitoring procedures for providing a supportive and accessible range of services to all learners.

### **Promote Consistency.**

- This underpinned by the concepts of equality and fairness.
- All policies and procedures will be well documented and readily accessible to staff, learners, and any other relevant parties.
- Pathway Group will rigorously and continuously monitor the effectiveness of its Quality Assurance Procedures to assure that they are operating in accordance with good practice. These include:
  - Production of written policies and procedures that clearly define how key activities are carried out within the organization.
  - Regular checks that policies and procedures are being adhered to by all members of staff.

- Management reviews of all policies and procedures on an annual basis to ensure they remain fit for purpose.
- Quality Assurance procedures are in place to ensure the standard of learning and teaching practice is continuously monitored and improved.
- Learner views are actively sought on the standard of training they receive at key stages throughout their development. These are then evaluated, and improvements made where necessary. Employers are also involved in the development and delivery of training programmes. We seek their views on the standard of the training that we provide for learners. These are evaluated and improvements made where necessary.
- We ensure that all Assessment and Verification activities conform to RQF and Awarding Organisation requirements and are in accordance with our documented procedures.
- We benchmark our performance against available national data, ESFA and Ofsted good practice guides and other available data.
- We constantly analyse the performance of learners, monitor trends and then take action to ensure that retention, achievement, and success levels increase yearly.
- Formal self-assessment, SAR, of provision is conducted annually in order to identify strengths and areas for improvement, with each member of the Senior Management Team working with colleagues to review the effectiveness of processes and evaluation of the outcomes.

From the self-assessment process, strategic priorities are identified that set out our intent. In order to implement our priorities and deliver an impact, a Strategic Plan is created that sets out clear themes, aims and objectives.

This policy has been approved & authorised by:

Name: Safaraz Ali

Position: Chief Executive Officer

Date: 11<sup>th</sup> February 2021

Signature:



## Pathway Annual Quality Cycle - Model for Improvement

