



The
COUNTY
HIGH SCHOOL
Leftwich

Achieving Excellence

Document Control Sheet

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This document is part of the group which include	BTEC Appeals BTEC Assessment BTEC Assessment & Internal Verification BTEC Blended Learning BTEC Malpractice BTEC Registration & Certification BTEC Special Consideration and Reasonable Adjustment Exam Contingency
Equality Act 2010 fully considered	Yes
EIA Form Completed	Yes

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BTEC Collaborative Arrangements Policy

1. Aim:

- 1.1. To ensure that all collaborative (consortia) arrangements are approved and meet requirements.
- 1.2. To ensure delivery and assessment of each qualification delivered through the arrangement will meet the learning outcomes and assessment requirements set out by Pearson.
- 1.3. To manage quality assurance processes to provide robust internal verification that fully meets Pearson requirements.
- 1.4. In order to do this, the centre will:
 - 1.4.1. Have a process in place to ensure that approval to deliver qualifications in partnership with another provider has been authorised by Pearson, prior to recruitment & commencement of delivery of the qualification(s).
 - 1.4.2. Make sure that we have qualification approval before applying for approval under a collaborative arrangement.
 - 1.4.3. Identify a Lead Centre for the collaborative arrangement, to coordinate the quality assurance for each qualification delivered.
 - 1.4.4. Ensure a Lead Internal Verifier (LIV) is registered appropriately for each qualification delivered.
 - 1.4.5. Ensure that the LIV completes annual standardisation activities and undertakes appropriate standardisation training with all staff completing assessment and internal verification.
 - 1.4.6. Make accurate learner registrations and claims under the appropriate consortium programme code or subsite and have appropriate policies and procedures for registration and certification of learners in place.
 - 1.4.7. Ensure you have access to all quality assurance documentation linked to your registered learners.
 - 1.4.8. Ensure you have access to your learner progress and achievement records
 - 1.4.9. Be included /participate fully in regular evaluation and review of all qualifications delivered in the collaborative arrangement.
 - 1.4.10. Retain all assessment evidence and quality assurance documentation relating to your registered learners in line with Pearson requirements.
 - 1.4.11. Participate as required in Pearson quality assurance monitoring through the Holistic Review and Standards Verification (SV) as appropriate.
 - 1.4.12. Complete and submit an annual Quality Declaration to confirm that all required Centre Quality processes and procedures are in place and operating effectively.
 - 1.4.13. Apply the outcomes of Standards Verification and support any essential actions required.
 - 1.4.14. Ensure we / or the Lead Centre communicate any changes or amendments to the collaborative arrangement to Pearson, including adding or withdrawing from a collaborative arrangement and adding or withdrawing qualifications.

Links

[BTEC Centre Guide to Collaborative arrangements for vocational qualifications 2022- 2023](#)
[Collaborative and consortia arrangements for vocational qualifications policy](#)
[Collaborative and consortia arrangements application form](#)