EDUCATION AND TRAINING INSPECTORATE

Inspection Overview Document Work-based Learning

September 2020

|  |
| --- |
| [Insert organisation/college name] |
|  |
|  |



Providing Inspection services for:

Department of Education

Department for the Economy

and other commissioning Departments

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# Inspection Overview Document

This document summarises the key findings from the organisation’s most recent self-evaluation report and associated quality improvement plan, identifying the current key priorities for improvement and the progress and impact to date[[1]](#footnote-1).

# Details of the Organisation

|  |  |
| --- | --- |
| **Official Title of College/Organisation** |  |

|  |  |
| --- | --- |
| **Status** |  |

|  |  |  |
| --- | --- | --- |
| **Location/s for Training for Success (TFS) & ApprenticeshipsNI (ANI) delivery** | | |
| **Main site** | **Address (include postcode)** | **Telephone** |
|  |  |  |
| **Campus/Office** | **Address** | **Telephone** |
|  |  |  |
|  |  |  |
|  |  |  |

# Key Staff Details

|  |  |  |  |
| --- | --- | --- | --- |
| **Contact details of key staff in TFS/ANI** | | | |
| **Name** | **Role** | **Base Campus/**  **Office** | **Contact email/Tel** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

# Curriculum

|  |  |
| --- | --- |
| **Details of the vocational curriculum for TFS** | |
| **Professional and Technical area** | **Qualifications:** |
|  |  |
|  |  |
|  |  |
|  |  |

|  |  |
| --- | --- |
| **Details of the vocational curriculum for ANI** | |
| **Professional and Technical area** | **Qualifications:** |
|  |  |
|  |  |
|  |  |
|  |  |

# TFS Work-experience

|  |  |  |  |
| --- | --- | --- | --- |
| **Breakdown of TFS trainees in work-experience placements** | | | |
| **Professional and Technical area** | **% Placed with employers at the time of the inspection** | **% Placed with employers at some stage in their training** | **Total % placed** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

# Detail of overview required

|  |
| --- |
| **Please provide brief details on the following:** |
| **Organisation Structure:** a brief overview of the management, governance and reporting structure of the work-based learning provision; number of staff broken down by role, that is, number of lecturers/tutors, coordinators, administrative staff, full-time/part-time.  (Attach/upload your College/Training Organisation Structure/Chart, as Appendix B) |
| **Insert response:** |
| **Context of the WBL provision -** Include the prior educational attainment levels of the trainees and apprentices on entry to the programmes. |
| **Insert response:** |
| **Highlight the key strengths and areas for development in the provision for learning -** should signpost to Summary of Key Findings in most recent self-evaluation report(s) and quality improvement plan(s). |
| **Insert response:** |
| **Demonstrate the impact of the curriculum and the learning experiences -** use key statistical data, including retention, achievement and progression rates and levels of achievement in qualifications, including the essential skills. |
| **Insert response:** |
| **The effectiveness of key leadership and management functions -** that ensures high quality learning experiences and good or better outcomes. |
| **Insert response:** |
| **Links and partnerships -** Provide brief overview of the extent of the organisation’s engagement with employers, post-primary schools, other WBL supplier organisations, external agencies and any other important stakeholders. |
| **Insert response:** |

## APPENDIX A: Programme registrations

**FOR PUBLICATION IN THE INSPECTION REPORT**

### Table 1 - Current registrations by programme

|  |  |  |
| --- | --- | --- |
| **Programme** | **Numbers of registrations** | **% of total registrations** |
| ApprenticeshipsNI |  |  |
| Training for Success Skills for Your Life |  |  |
| Training for Success Skills for Work (strand 1) |  |  |
| Training for Success Skills for Work (strand 2) |  |  |

### Table 2 - Current registrations by professional and technical area

|  |  |  |
| --- | --- | --- |
| **Professional and technical area** | **Number of trainees** | **% of total registrations** |
| XXXX |  |  |
| XXXX |  |  |
| XXXX |  |  |
| XXXX |  |  |
| **Professional and technical area** | **Number of apprentices** | **% of total registrations** |
| XXXX |  |  |
| XXXX |  |  |
| XXXX |  |  |
| XXXX |  |  |

### Table 3 - Qualifications of current trainees/apprentices on entry to their programme

|  |  |  |
| --- | --- | --- |
| **Programme** | **Training for Success (%)** | **ApprenticeshipsNI**  **(%)** |
| (%) of learners with 4 or more GCSEs or equivalent at grade A\*-C including English and mathematics |  |  |
| (%) of learners with 4 or more GCSEs or equivalent at grade A\*-C |  |  |
| (%) of learners with GCSE English or equivalent at grade A\*‑C |  |  |
| (%) of learners with GCSE mathematics or equivalent at grade A\*-C |  |  |
| (%) of learners with 4 or more GCSEs or equivalent at grade A\*-G |  |  |
| (%) of learners with no prior level 1 or level 2 qualifications |  |  |

## APPENDIX B: Organisation Structure

Insert here

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
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1. The completed document should be uploaded to the organisation InsPIRE portal. [↑](#footnote-ref-1)