

Performance Descriptors for Programmes of Training/Learning within Work-based Learning and Further Education

Definitions	Further Education ¹	Work-based learning
Retention	<i>The percentage of enrolments at the 1st November in year 1 (full time), or one-ninth into the course duration (part time), who complete their programme of study.</i>	<i>The percentage of enrolments at week 4 of year one who completed their occupational training framework, measured over the full duration of their course.</i>
Achievement	<i>The percentage of completers who gain a full qualification or part qualification if that is what they set out to achieve in their programme of study.</i>	<i>The percentage of trainees/apprentices who completed their occupational training framework and who fully achieved their framework qualification.</i>
Progression	<i>The percentage of successful completers who progressed to further/higher education/training or employment.</i>	

1. Attendance Rates

Performance indicator	All levels
Requires urgent improvement	less than 60%
Requires significant improvement	60% to 69%
Important area(s) for improvement	70% to 79%
Good	80% to 89%
Very Good	90% to 94%
Outstanding	95% and over

2. Retention Rates

Performance indicator	Level 2 and above	Level 1 and below
Requires urgent improvement	less than 50%	Less than 40%
Requires significant improvement	50% to 59%	40% to 49%
Important area(s) for improvement	60% to 69%	50% to 59%
Good	70% to 79%	60% to 69%
Very Good	80% to 89%	70% to 79%
Outstanding	90% and over	80% and over

3. Achievement Rates (full-framework including Essential Skills where appropriate)

Performance indicator	Level 2 and above	Level 1 and below
Requires urgent improvement	less than 55%	less than 50%
Requires significant improvement	55% to 64%	50% to 59%
Important area(s) for improvement	65% to 79%	60% to 69%
Good	80% to 89%	70% to 79%
Very Good	90% to 94%	80% to 89%
Outstanding	95% and over	90% and over

4. Progression Rates (to employment, higher level training or education)

Performance indicator	All levels
Requires urgent improvement	less than 50%
Requires significant improvement	50% to 59%
Important area(s) for improvement	60% to 69%
Good	70% to 79%
Very Good	80% to 89%
Outstanding	90% and over

¹ Further guidance available in the DEL, Learner Retention Achievement and Success Paper to FE Directors, June 2013