



Provider Monitoring Report

Equestrian Qualifications GB Limited (EQL)

10 June 2019

Contents

| | |
|---|----------|
| 1 Background | 1 |
| 1.1 Scope | 1 |
| 1.2 Provider Monitoring Report Timeline | 2 |
| 1.3 Summary of Provider Monitoring Recommendation | 3 |
| 1.4 Risk Rating of Issues | 4 |
| 2 Recommendation | 5 |
| 2.1 Recommendation | 5 |
| 3 Acceptance of Provider Monitoring Findings | 6 |

1 Background

One EQL provider was monitored on 10 June 2019.

1.1 Scope

SQA Accreditation carries out quality assurance activity in line with its *Quality Assurance of Approved Awarding Bodies Policy*. This involves monitoring a sample of the awarding body's approved providers or assessment sites. Provider monitoring visits will be conducted in a consistent manner within and between providers.

The aim of monitoring is to:

- ◆ ensure the awarding body's compliance with SQA Accreditation's regulatory requirements
- ◆ confirm that quality assurance arrangements are being conducted by the awarding body in accordance with its prescribed arrangements
- ◆ ensure that quality assurance arrangements are being conducted in a consistent manner, within and between providers
- ◆ ensure that providers are receiving the appropriate guidance, support and documentation from the awarding body in order to facilitate a high standard of qualification delivery
- ◆ inform future audit and monitoring activity for the awarding body

All Principles may be included within the scope of the provider monitoring activity.

Awarding body documentation considered for review includes all documents banked on the awarding body's SharePoint Place at the time of provider monitoring and information supplied by providers to support provider monitoring activity. Restricted or commercially sensitive information gathered during SQA Accreditation's quality assurance activities is treated in the strictest confidence.

SQA Accreditation provider monitoring reports are written by exception focusing only on those areas where corrective action is required or recommended.

1.2 Provider Monitoring Report Timescales

EQL provider monitoring date: 10 June 2019

Provider Monitoring Report approved by
Accreditation Co-ordination Group on: 31 July 2019

Provider Monitoring Report to be signed by EQL: 11 September 2019

The process will apply in relation to the timescales specified above:

- ◆ The awarding body will be sent two signed copies of the Provider Monitoring Report by post.
- ◆ The awarding body must sign both copies of the Provider Monitoring Report and return one by post to SQA Accreditation in accordance with the timescale specified above.

The findings of this Provider Monitoring Report will be published on SQA Accreditation's website following signed agreement.

1.3 Summary of Provider Monitoring Recommendation

As a result of the provider monitoring activity, one Recommendation has been noted.

A Recommendation has been noted where SQA Accreditation considers there is potential for enhancement. The awarding body is advised to address any Recommendations in order to reinforce ongoing continuous improvement. However, measures to correct or prevent these are not mandatory and therefore do not form part of the Action Plan.

| Recommendation | Detail of Recommendation noted |
|----------------------|---|
| 1. Principles 6 & 10 | EQL should remind external verifiers that they must confirm that SQA accredited providers retain appropriate certification to confirm assessor and internal verifier competence, as stipulated in <i>The Assessment Strategy for Scottish Vocational Qualifications (SVQs) in the Land-based and Environmental Sector</i> (ACG approved 27/01/2016 v2). |

1.4 Risk Rating of Issues

SQA Accreditation assigns a rating to each Issue recorded depending on the impact on or risk to the awarding body's operations, its SQA accredited qualifications and/or the learner.

Issues recorded during provider monitoring will count towards EQL's Quality Enhancement Rating which will, in turn, contribute towards future quality assurance activity. Further detail on how the Quality Enhancement Rating is calculated can be found on the [SQA Accreditation website](#).

2 Recommendation

The following sections detail:

- ◆ Recommendation noted against SQA Accreditation's regulatory requirements

2.1 Recommendation

Regulatory Principle 6. The awarding body and its providers shall maintain accurate documents, records and data.

Regulatory Principle 10. The awarding body shall ensure that it has the necessary arrangements and resources for the effective delivery, assessment and quality assurance of SQA accredited qualifications.

The Accreditation Auditor was unable to view an appropriate assessor qualification certificate for one out the two assessors at provider 1, and was unable to confirm competence of a peripatetic internal verifier for the provider as they did not retain evidence of occupational competence, an appropriate internal verification qualification certificate or a continuing professional development record, as stipulated in *The Assessment Strategy for Scottish Vocational Qualifications (SVQs) in the Land-based and Environmental Sector* (ACG approved 27/01/2016 v2).

The Accreditation Auditor noted this issue had been raised in the previous two EQL provider monitoring reports for other providers.

However, the Accreditation Auditor has raised this as a recommendation in this instance because the awarding body had not had sufficient time since the last provider monitoring visit for the agreed actions to be implemented and embedded by its providers at the time of the provider monitoring visit on 10 June 2019.

EQL should remind its external verifiers to confirm that it's SQA accredited providers retain appropriate certification to confirm assessor and internal verifier competence, as stipulated in *The Assessment Strategy for Scottish Vocational Qualifications (SVQs) in the Land-based and Environmental Sector* (ACG approved 27/01/2016 v2).

3 Acceptance of Provider Monitoring Findings

For and on behalf of EQL:

For and on behalf of SQA Accreditation:

Print name

Print name

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Signature

Signature

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Designation

Designation

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Date

Date

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