

Adaptation non-compliance escalation steps



Initial failure to request an adaptation in time.

Meeting between Skills and Education Group Access Deputy Head of Access to HE and college management (curriculum and quality).

If the issue is isolated to this Diploma team, then that team must attend a training session at the cost of the Centre. The managers will undertake to monitor more closely the activity of the team. Training and monitoring to be extended where necessary. Additional scrutiny by External Moderator (EM) where appropriate.

Additional failure to request an adaptation in time.

Meeting between Skills and Education Group Access Head of Access to HE and college leadership.

Compulsory training for all staff at the cost of the Centre.

The managers of each Diploma will meet with the AVA or EM regularly thereafter to discuss the progression of the Diploma so that adherence can be monitored.

Impact on risk ratings for Diplomas involved.

Repeated failure to request adaptations in time.
AVA Responsible Officer meeting with Centre Assistant Principal.

College risk rating altered.

All staff must receive further retraining at the Centre's cost.

Additional visits by EMs of all Diplomas at the Centre's cost.

Deputy/Head/Responsible Officer for AVA will act as AVA representative at FAB, where a recommendation for deferral of an approval to run the Diploma(s) for the following year will be made to the Access to HE Committee, until such times as the Centre demonstrates compliance to the regulations. Furthermore, issues of this nature will be presented as an agenda item at the Skills and Education Group scrutiny meeting.