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IMI External Quality Assurance Centre Support & Guidance Update - March 2021

Panellists for today

Grant Kidger MIMI

External Quality Assurer - North & International

Steve Longworth MIMI

External Quality Assurer - North & International

Thank you for all your efforts in maintaining candidate development and interaction during a very tough start to 2021

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Agenda

- Introduction
- Centre Feedback in relation to the Adjustments to the Strategy process
- Adjustments to the Strategy 2021
- Lapsing Periods for Core Skills
- Introduction to Lapsing Periods for Qualifications
- Introduction Ofqual CASS
- Best Practice
- Q&A
- Finish

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Centre Feedback in Relation to Adjustments to the Strategy

IMI online Adjustments to the Strategy Centre survey & feedback

“Guidance given throughout was excellent and our EQA was available throughout the process to enable candidate achievements, for those adapted and calculated during the ERF process. This included short notice facilitation of EQA - This was terrific and extremely helpful”

“My EQA was very helpful and was always willing to discuss any issues that we had as a centre”

“The EQA was particularly supportive, especially given the pressures he was under from all centres”

“Webinars were clear, Andy Frounks even held individual webinars with us to make sure we understood. ERF was completed and approved very quickly meaning minimal delay to students.”

“Communication between the EV and the centre co-ordinator was good and it allowed us to progress some of our level 2 apprentices to the level 3 frameworks before the cut off point at the end of July 2020”

“Very positive relationships with EQAs and all have been very supportive throughout the summer when our centres found assessment grade evidence challenging..”

“Quick & clear responses from EQA by email”

“Advice was good…”

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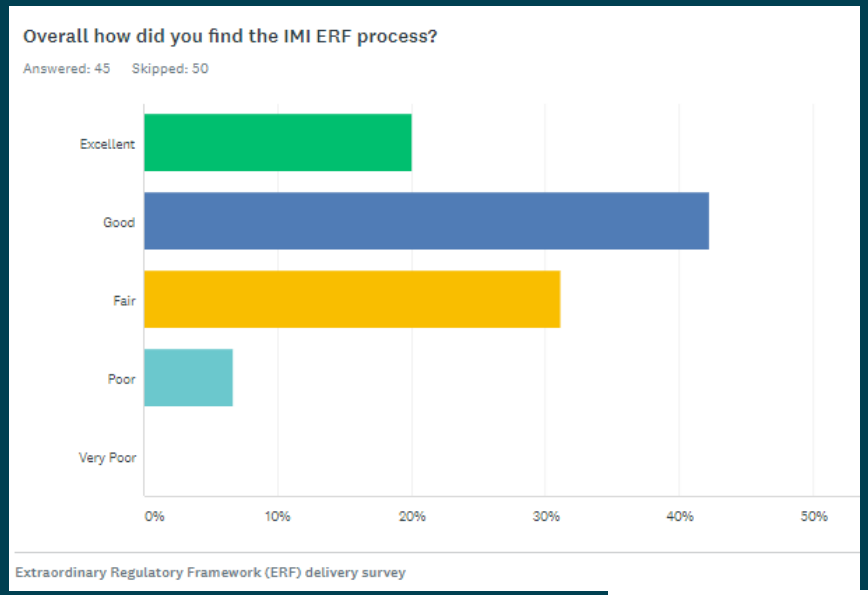
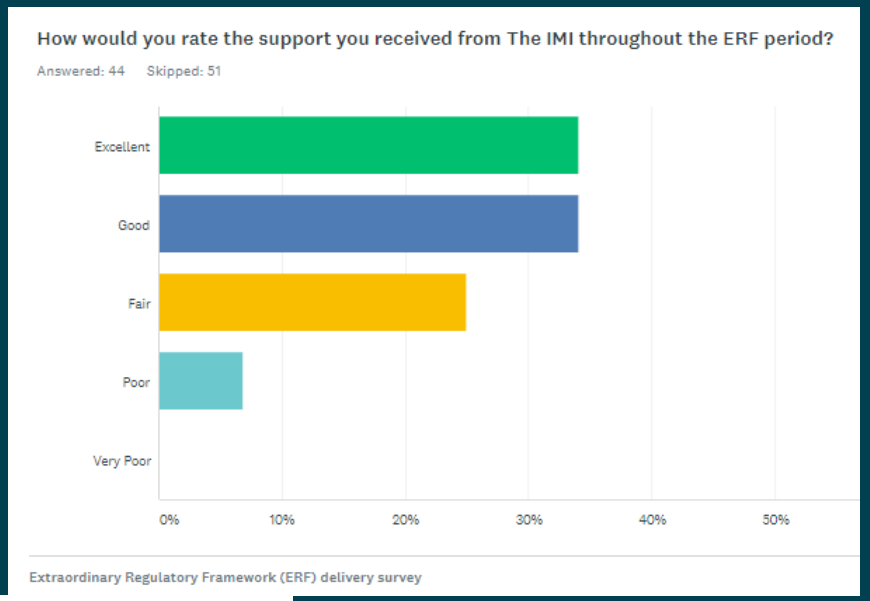
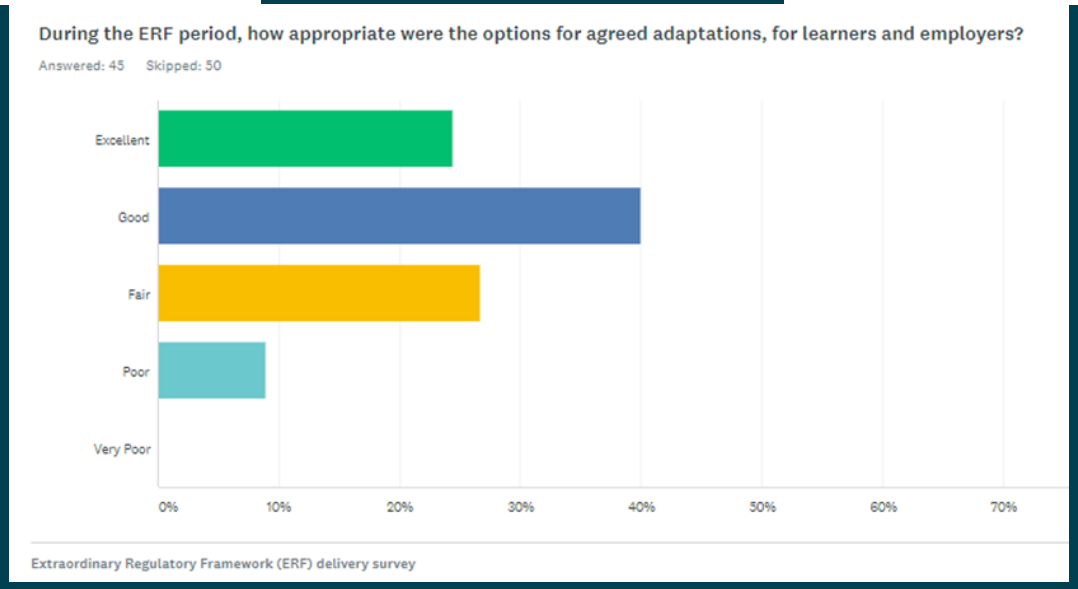
IMI online Adjustments to the Strategy Centre survey & feedback







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Adjustments to the Strategy 2021

Adjustments to the Strategy - 2020/21 (Scotland only)

- The regulator's intention is that assessments take place in 2020/21
- This will be a continuation of Adjustments to the Strategy
- Applies to regulated qualifications
- To ensure that assessments lead to the award of qualifications that are a valid and reliable indication of knowledge, understanding and skills, or practical competence, and that, as far as possible, standards are maintained
- The focus of the Adjustments to the Strategy is around flexibility to increase manageability/deliverability of assessments and qualifications

What this means for existing and new learners

2020 / 21 learners
Learners will be expected to complete their qualifications as per the current assessment strategies. Flexible amendments are to be made to qualifications and assessments to support centres. No adaptations currently permitted to qualifications or assessments. **Exemption** – MOT qualification are to have no flexibilities applied to any assessments or delivery methods as requested by the DVSA.

Flexible Assessment Approaches for VTQ's

The IMI have made standardised flexible amendments across the board:

- Remote delivery of classroom and theory elements
- IMI remote online invigilation process for externally set and assessed exams
- Changing the way in which assessments are delivered, for example carrying out an assessment remotely rather than face to face (SVQ competence)
- Changing the way in which a qualification is quality assured, for example allowing for remote or online standardisation or moderation

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Introduction to Lapsing Periods for Qualifications

Lapsing Periods for the Core Skill Framework

- 31/07/21 is the current lapse date for the Workplace Core Skill Framework
- Meta-skills are currently not ready for launch
- IMI have been engaged with relevant stakeholders to get clarity for the centre network
- Last registration will now be the 31 July 2023
- ?

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Lapsing Periods for Qualifications - Moderation and Verification

Lapsing periods for SVQs and VRQs are currently assigned by the level of the qualification.

Current Arrangements referenced to SVQ levels are:

- SVQ 1 & 2 — 2 years
- SVQ 3, 4 & 5 — 4 years

These benchmark lapsing periods in most instances are achieved, but we have seen a sharp increase in requests for the opening of closed SCQF level 5 VRQ's that appear to be traditionally claimed with the SCQF level 6/7.

The delayed claiming of candidate certificates is disadvantaging candidate progression. Moderation will now challenge the Centre network to provide EQA's with evidence of interventions within engagements and if a lapsing period request is made, we will require evidence of interventions.

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Lapsing Periods for Qualifications - Moderation and Verification

- Moderation will require awarding organisation to check results and make adjustments if needed, for each group of learners, before results are issued.
- Verification will allow for periodic checking of centre assessment decisions by awarding organisations, but these will not necessarily have to take place for every group of learners.
- Within our revised EQ strategy, we will be moving more towards moderation of marked assessments, rather than the verification of assessment results in isolation

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Lapsing Periods for Qualifications - Moderation and Verification

What will it mean?

- We are already doing this in some instances
- Sampling of in-progress candidates is key
- Moderation for in-progress
- Verification for completed qualifications
- Consideration for Direct Claims Status
- ?

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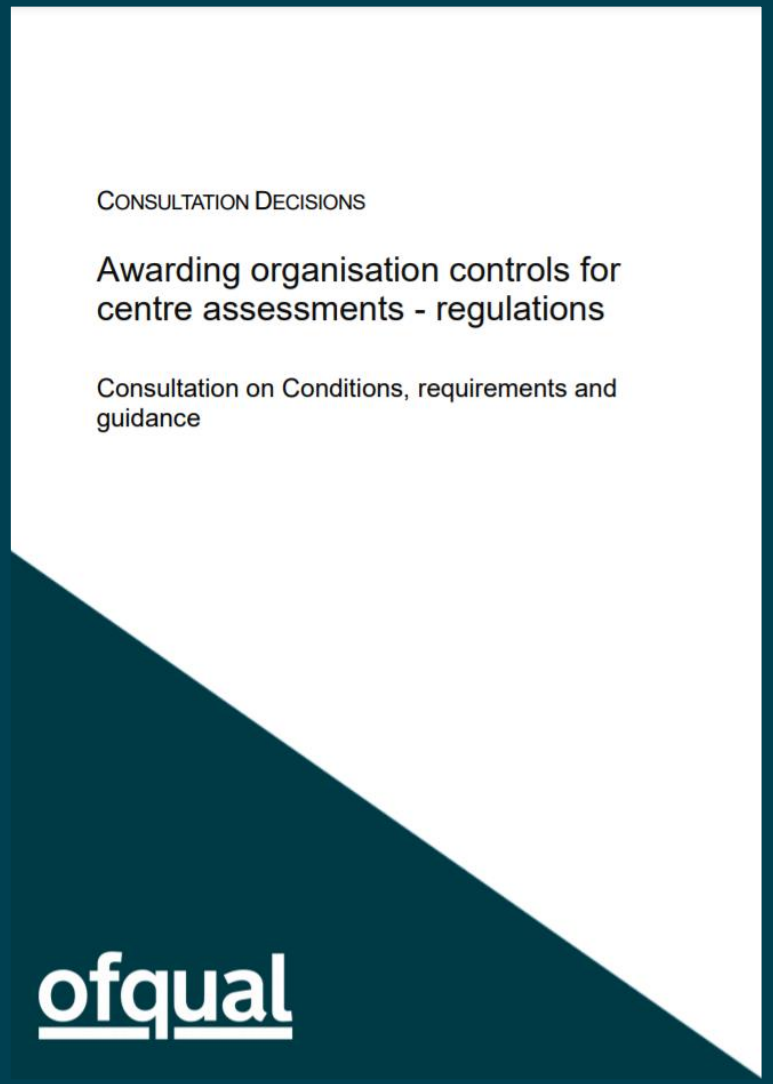
Lapsing Periods for Qualifications - Moderation and Verification aligns with Ofqual's Centre Assessments Standard Scrutiny (CASS)

Centre Assessment Standard Scrutiny (CASS)

- Ofqual has confirmed that Awarding Organisations (AOs) must introduce Centre Assessment Standards Scrutiny (CASS)
- No later than 1 September 2021
- This is the new term to cover the arrangements AOs must have in place to scrutinise assessment judgements made by schools, colleges and training providers (centres) offering their qualifications.



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Best Practice

Best Practice under normal conditions

- Ensure schemes of work for all the qualifications the Centre is approved to deliver are up to date and being adhered to
- Maintain detailed candidate attendance records
- Centre need to start to collate learner evidence as early as possible.
- Take a ‘modular’ approach to qualification delivery and assessments – knowledge, skill, sign off the unit
- Centre to concentrate on practical tasks / assessments
- Any practice sessions recorded.
- Track and record where whole units have been completed
- Use of e-learning & Technology.
- In progress IQA sampling / moderation
- Remain vigilant to the risks of malpractice.

COVID FAQ

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Current Best Practice due to COVID-19 & Lockdown Situation

- Learners are not coming into centres
- Use of e-learning & Technology (where possible)
- Remote Teaching
- Concentrate on the knowledge element of the qualifications
- Written assignments
- Exams – use of remote invigilation process
- Centre to consolidate practical tasks / assessments
- Track and record what has been covered or completed under these conditions
- Up to date learner records – who's on programme who needs withdrawing
- In progress IQA sampling / moderation
- Remain vigilant to the risks of malpractice.

COVID FAQ

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e-Portfolios

- Now is the time to move over from paper portfolios to an e-Portfolio system.
- Improved tracking of learners.
- Assessor & IQA reporting (or alternative options).
- Protected evidence / progression recorded.
- The IMI version is an ideal solution!
- Other versions are out there – OneFile / Smart Assessor.

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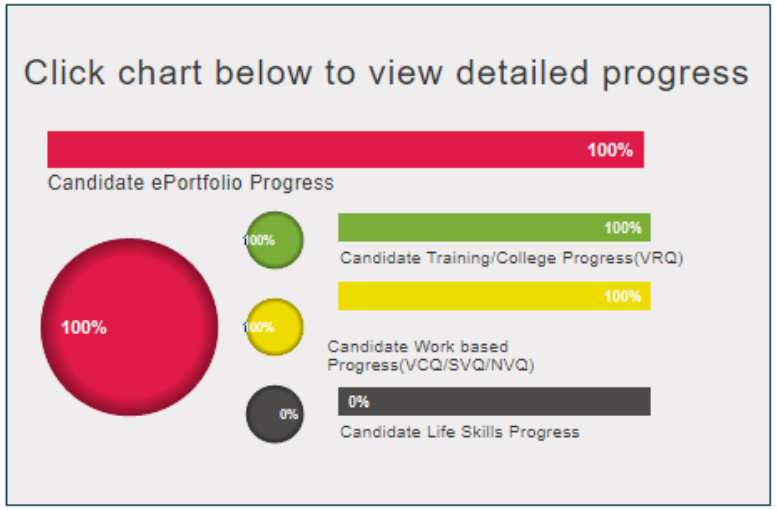
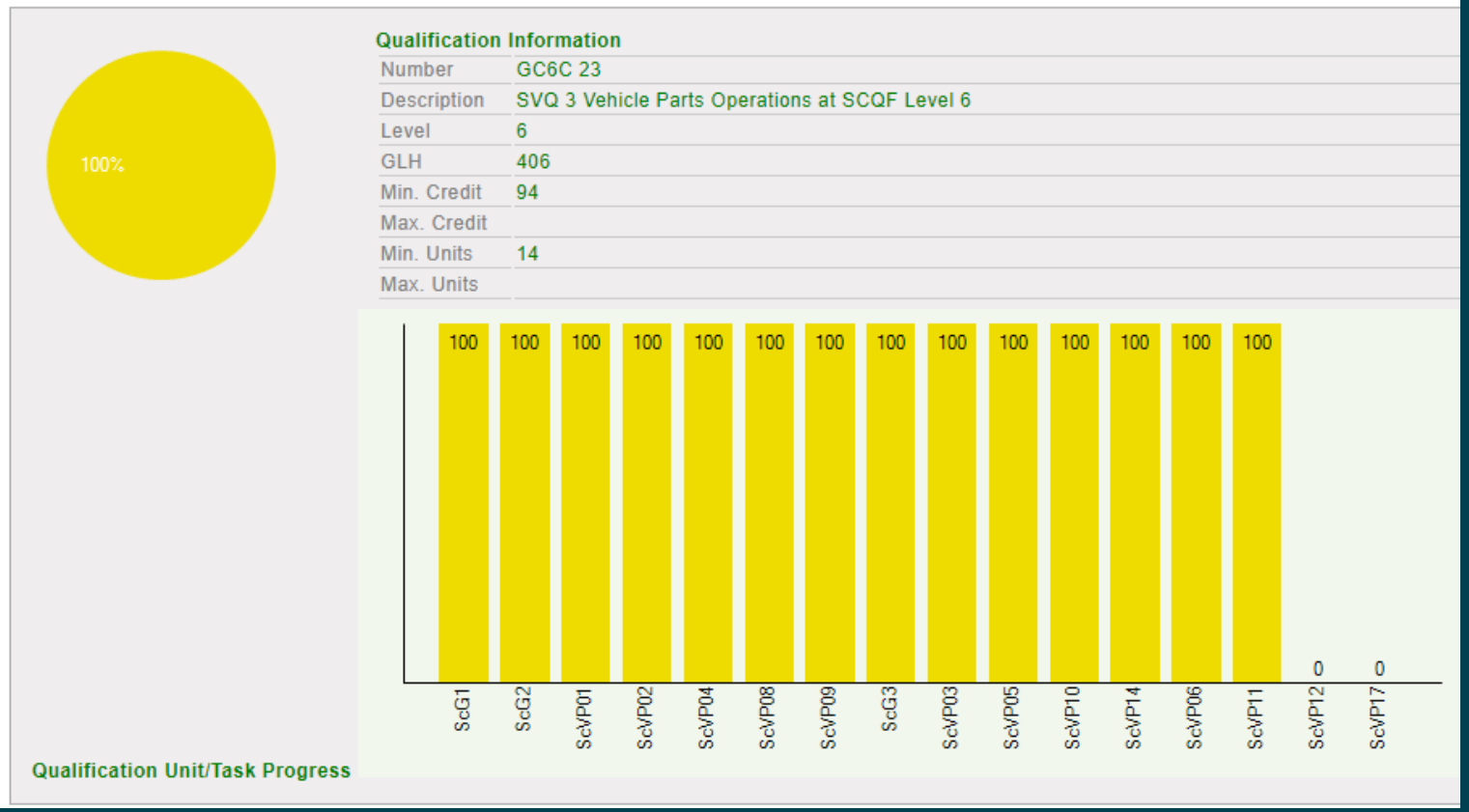
IMI e-Portfolio - Example of Progression Tracking





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Remote Teaching

- Zoom
- Teams
- LJ Create
- Electude
- Vocanto
- IMI e-Learning
- IMI Parents Pack – Home Schooling Support
- Is there anything that you know of or use that we can help others with (share ideas)

IMI Written Assessments

Our qualifications are supported by a whole host of documents for a centre to use in setting up and delivery

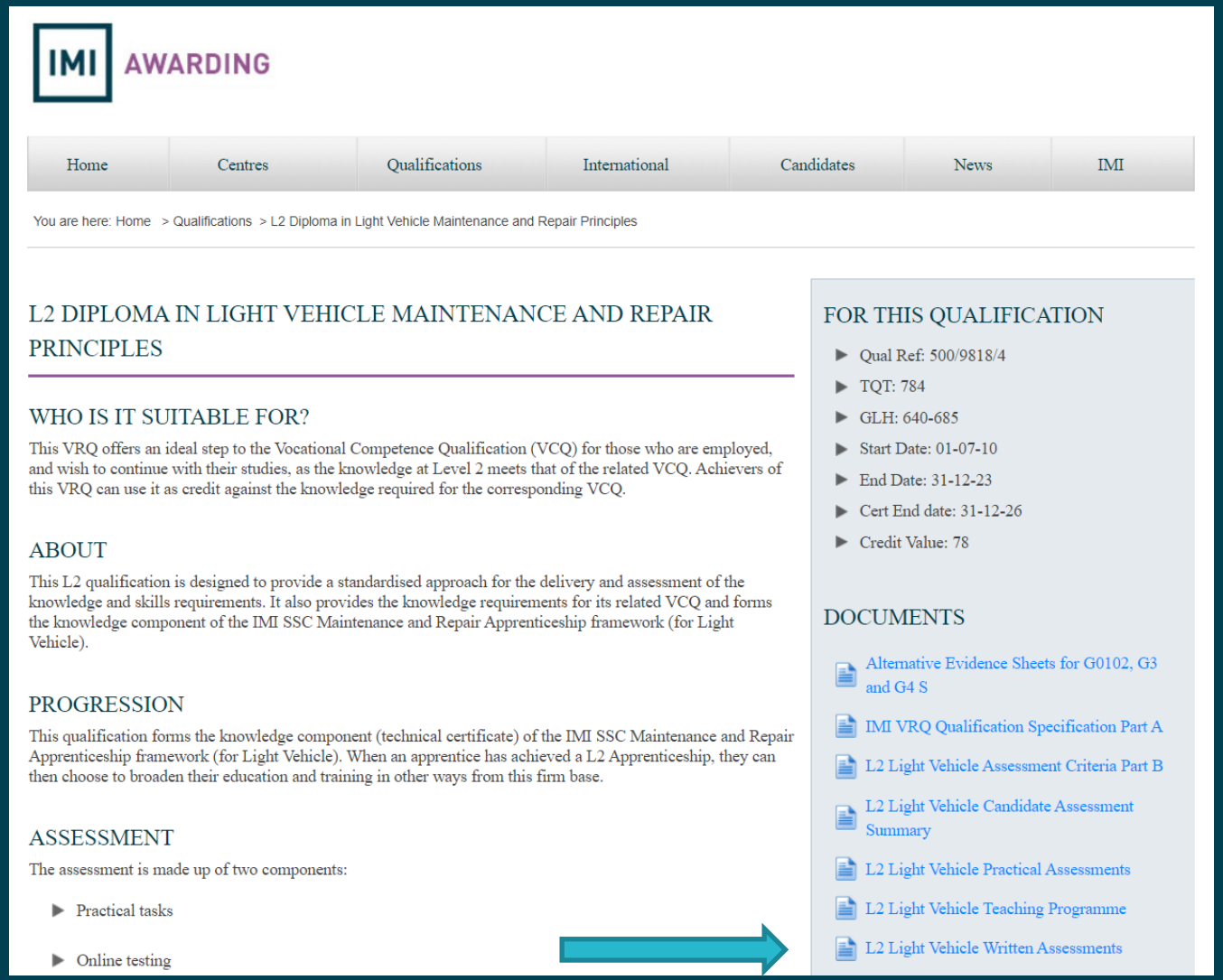
http://www.imiawards.org.uk/

Written assessments can be found as here:

- Qualifications
- Knowledge
- Select your specialism area
- Select you qualification and level
- See under list of 'Documents'
- Written Assessments

A Guide is now available to show how to find these

- Locating Written Assessments Guide.pdf

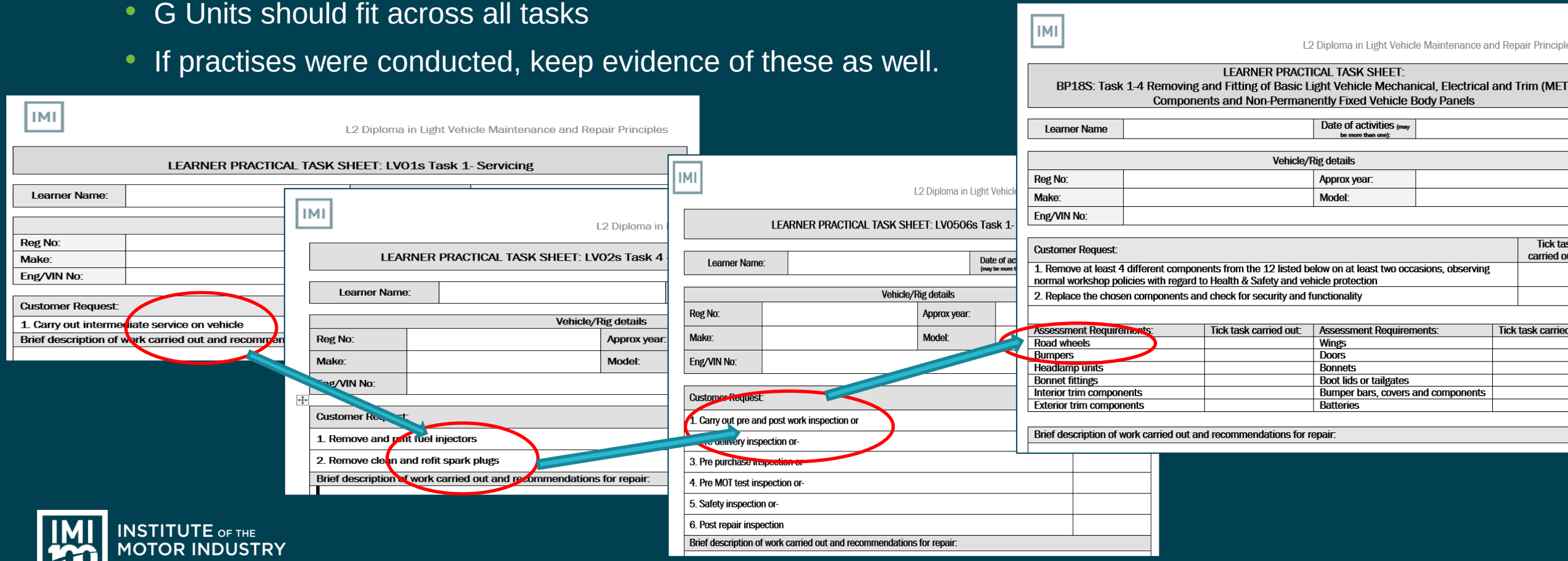


Remote Invigilation

- Section 5.1 Online Assessment Requirements part of the IMI Operating Manual
- Remote invigilation guide is available on centres hub
- Recommend practice before going live
- Centres need to apply to use the process
- Remote Invigilation may only be conducted on a 1 to 1 basis
- Proctoring Exams - The IMI are reviewing the proctoring of IMI online examinations.

Practical Tasks

- Holistic approach
- Is there anything from one task that fits in with another?
- G Units should fit across all tasks
- If practises were conducted, keep evidence of these as well.



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Remote Assessment (SVQ, competence)

- The IMI Assessment Strategy already covers this method (as below)

Remote Observation

The use of direct observation from a remote location is permitted as long as the centre seeks and receives the approval of their awarding organisation prior to its use and the awarding organisation discusses and agree this with the IMI prior to its use.

- Centres need to apply to use the process
- Auditable
- Recorded as part of the process

Improved Learner Tracking (Lessons Learnt)

- The need for improved tracking is evident, for individual's achievement as well as group achievement.
- What's been done, what is still needed?
- A tracker supports this, and could include:
- All units, task attempts, actual tasks, assessment types, start & end dates, withdrawals, new and late starters.
- Look for common units and themes when planning which will aid the holistic approach
- Can you change the option unit to support the learner
- Is the rule of combination being met, are you doing too much?
- See candidate assessment summaries to support

IMI Level 1 Diploma in Transport Maintenance

				Group A				Group B			
Candidate Name	**Candidate Number**	**Start Date**	**Registration Date**	L1MV01	L1MV02	L1MV03	**Online Assessment**	L1MV04	ET133	L1MV66	L1MV8
A B	**********		10/8/2019								
C D	**********		10/9/2019	1	1	1					
E F	**********		10/10/2019								
G H	**********		10/11/2019								
I J	**********		10/12/2019								
K L	**********		18/05/2020								

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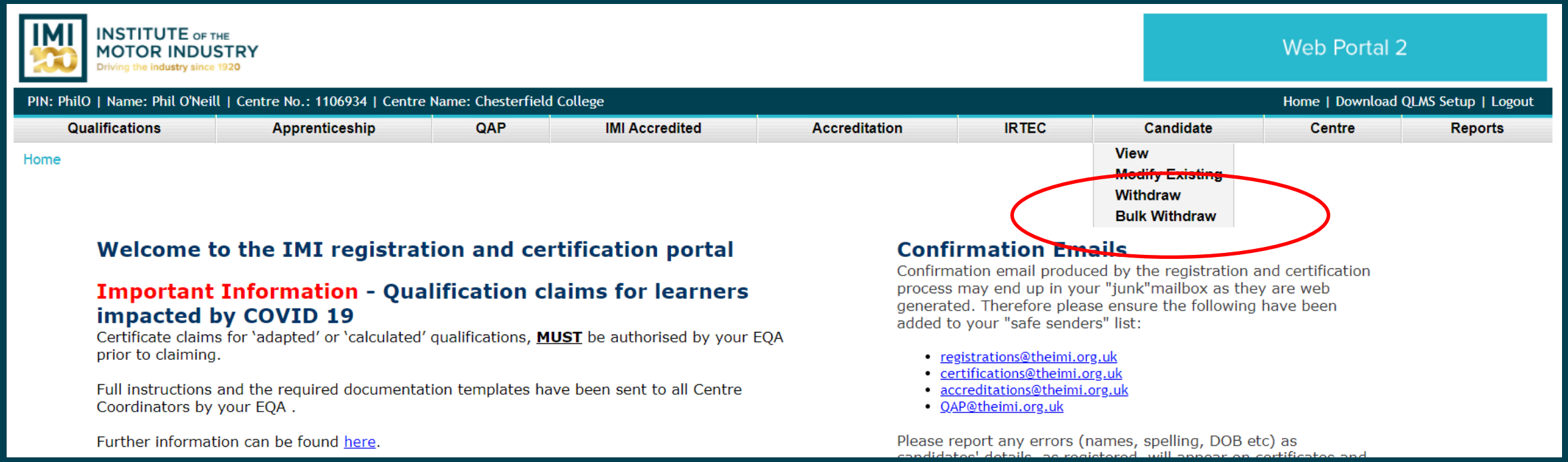
Data Cleansing



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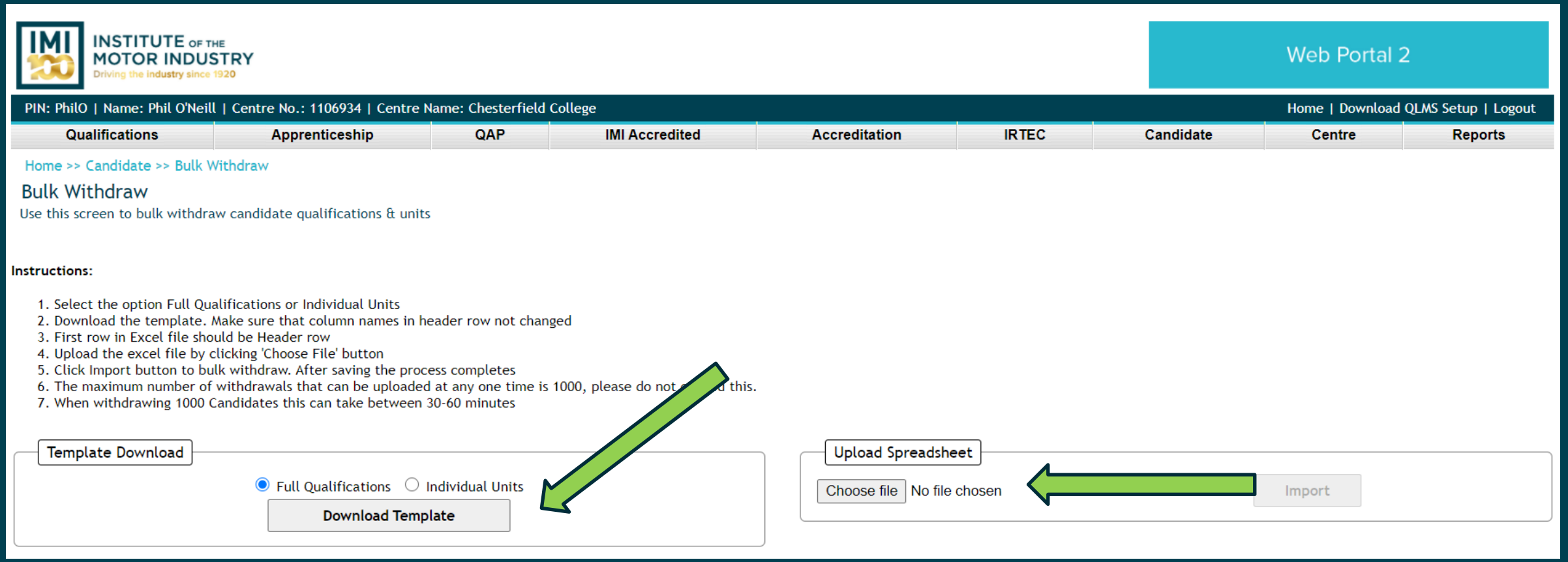

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Useful IMI links

- imiaward@theimi.org.uk
- https://www.theimi.org.uk/landing/covid-19/news.php
- https://www.theimi.org.uk/landing/covid-19/faq.php
- https://webportal.theimi.org.uk
- https://awarding.theimi.org.uk/Centres
- https://tide.theimi.org.uk/industry-latest/news/home-schooling-weve-got-you-covered

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www.theimi.org.uk/landing/covid-19 @The_IMI

Thank you for joining us

- Watch out for the newsletters
- Keep your eye on the web site

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