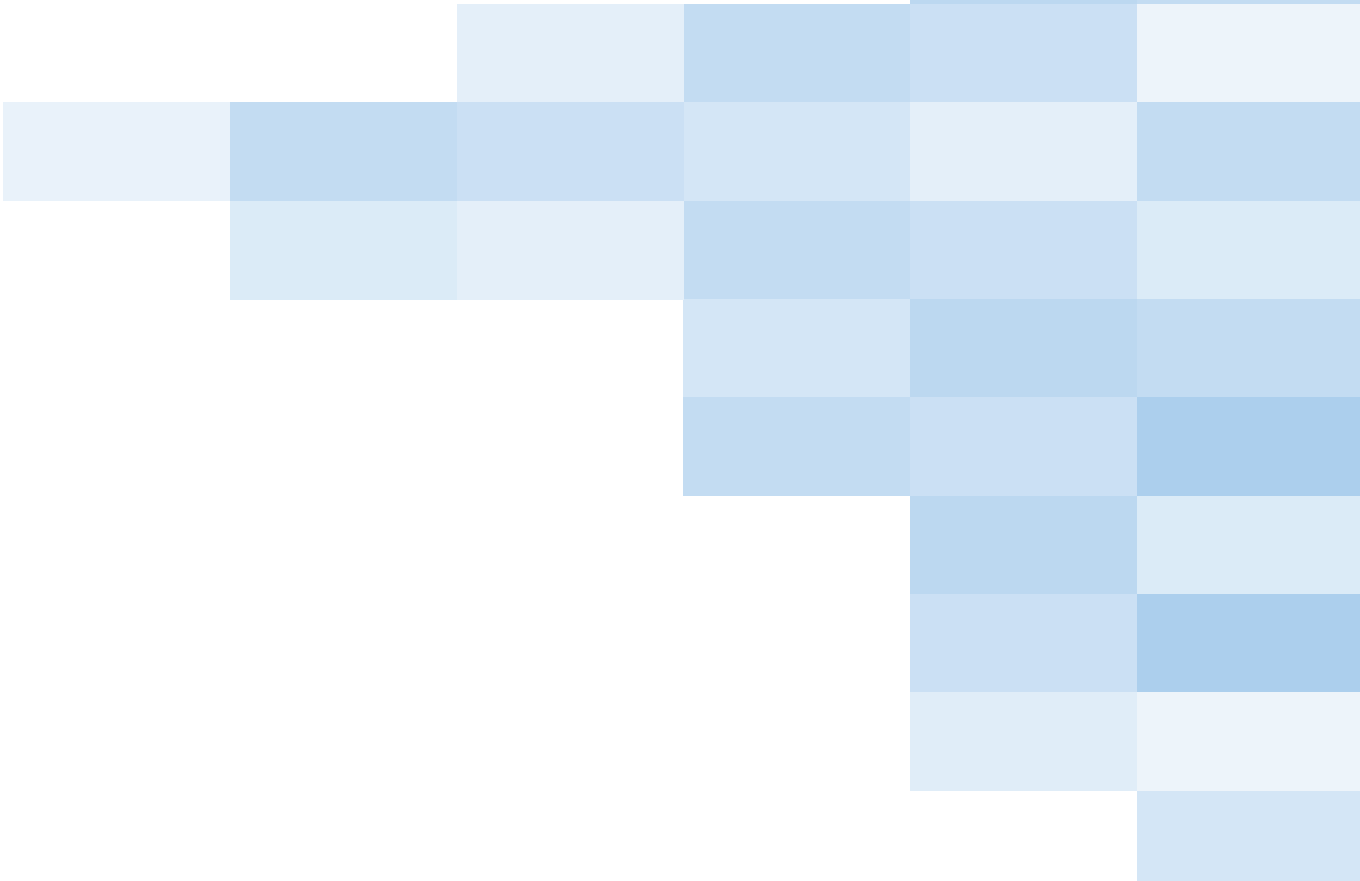


Consortium Arrangements for General Qualifications



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Policy

04/10

Consortium Arrangements for General Qualifications

Policy on consortium arrangements for general qualifications

A consortium arrangement is an agreement where a group of centres work collaboratively and assign the teaching and/or assessment of an Edexcel qualification, or part of, to named centres in the consortium group.

Of interest to:

- Admission staff
- Curriculum managers
- Exam officers
- Heads of centres
- Heads of departments
- Programme leaders
- Teaching staff
- Training providers

For each qualification that is operating under a consortium arrangement:

- each consortium centre can register/enter learners
- learners on a consortium programme are the responsibility of the consortium centre member at which the learner is registered/entered. This responsibility includes each centre continuing to provide support for its registered/entered learners following the dissolution of the consortium agreement
- the overall responsibility of coordination for quality assurance of each qualification operating under a consortium arrangement is that of the identified administrative centre
- quality assurance of each qualification operating under a consortium arrangement is the responsibility of each consortium member
- the administrative centre must inform Edexcel of each qualification that will be centre assessed through the consortium group
- the delivery and/or assessment of each qualification that is delivered through a consortium arrangement must meet the assessment requirements of the qualification
- all the learners for the purpose of an enquiry about results/appeal will be dealt with as a single cohort. The administrative centre will be responsible for the coordination of any evidence from all the consortium centres
- centres cannot use consortium arrangements with organisations that are overseas. For this policy, overseas includes Scotland, the Republic of Ireland, the Isle of Man and the Channel Islands.

Qualifications:

- Adult literacy
- Adult numeracy
- Advanced Extension Award
- Certificate of Achievement
- GCE
- GCSE
- GNVQ
- Key Skills
- VCE

Introduction

A consortium arrangement can enable centres to provide a broader, flexible and relevant curriculum. While the nature of each consortium arrangement may vary, each individual consortium centre is responsible for the learners that it has registered/entered. In all agreements, the administrative centre coordinates and has overall responsibility for liaising with Edexcel. The agreement between the consortium members must clearly identify the administrative centre.

This policy on consortium arrangements for general qualifications supports the JCQ document on centre consortium arrangements (www.jcq.org.uk). This policy does not apply to any consortium arrangement involving BTEC and Edexcel NVQ qualifications (see *Consortium Arrangements for BTEC and Edexcel NVQ Qualifications* 04-09).

Guidance on consortium arrangements for general qualifications

To ensure the consortium operates effectively and that learners benefit from the agreement, the consortium members are strongly advised to:

Links:

- Consortium Arrangements for BTEC and Edexcel NVQ Qualifications 04-09
- Centre Consortium Arrangements (www.jcq.org.uk)

- clearly identify how the administrative centre will manage the consortium to ensure effective delivery, assessment and quality assurance of the qualification
- establish a clear communication strategy between the centres in the consortium
- establish how the administrative centre will liaise with Edexcel on behalf of the centres in the consortium.

Policy Review:

Review date 2007

Support from Edexcel is available to centres planning to deliver and/or assess qualifications through a consortium arrangement. Centres can obtain this support by contacting their Edexcel regional office (see the Edexcel website for contact details, www.edexcel.org.uk).

It is recommended that the consortium centres are able to show that there are rigorous quality processes in place to support the consortium. Members should consider and be satisfied with regard to:

Useful contacts:

For more information on Edexcel qualifications please contact Edexcel Customer Services

Tel: 0870 240 9800

You can also visit the Edexcel website:

www.edexcel.org.uk

- registration/entry of learners
- ensuring learners have fair access to assessment
- selection of learners onto the programme
- support and advice to learners and prospective learners
- a planned and effective programme of learning
- requirements for valid and reliable assessment
- suitable security for examination papers and appropriate facilities to hold and supervise examinations
- secure procedures for claiming certification
- having sufficient staff to deliver and assess the qualification
- internal standardisation procedures in place across the consortium members
- professional development for assessment staff
- an internal appeals procedure for learners being assessed and/or taught through a consortium arrangement
- assessment opportunities for learners
- physical resources within centres
- dissemination of information and materials

Moderation process

The administrative centre must complete and submit form *Application Centre Consortium Arrangements for Centre Assessed Work* (available from www.jcq.org.uk and www.edexcel.org.uk) to the GVQ Portfolio Manager, One90 High Holborn, London WC1V 7BH on registration/entry of learners for centre assessed work (see the *Information Manual* for entry dates www.edexcel.org.uk).

Centres will need to take into consideration the following points when conducting assessment through a consortium arrangement:

- where more than one assessor is assessing learners' work, internal standardisation across assessors from the relevant consortium centres must take place and cover all centre assessed units
- where there is only one assessor assessing work across the consortium group, internal standardisation is not required
- Edexcel will allocate the same moderator to each consortium centre member and all of the learners will be treated as a single group for the purpose of moderation
- a single sample of learners' work, which includes work from across all the consortium centres, will be required by Edexcel for moderation purposes. The single sample will include a learner with the highest mark and a learner with the lowest non-zero mark across the whole consortium
- Edexcel will produce separate coursework/portfolio mark reports and moderator reports for each consortium centre member
- should an enquiry about results issues arise, the administrative centre, on behalf of the consortium group, will submit an enquiry about results. Learners' work must be available from all consortium members as well as the original sample that is re-moderated.

Monitoring quality

For all consortium arrangements, it is good practice for the consortium centres to conduct an annual review of the quality of delivery and/or assessment for the qualification approved across the consortium and to maintain records of the review and its outcomes.

The purpose of the annual review is for the consortium to be confident that each consortium centre member is operating effectively and fairly, and satisfies the requirements of the qualification. For the annual review the administrative centre may wish to consider the following:

- learner satisfaction with training/teaching and support
- learner access to development and assessment opportunities
- dissemination of appropriate information to assessors
- development of the programme team
- the adequacy of resources to support the qualifications
- the outcome of any appeals
- the validity and reliability of assessment decisions
- the outcomes of moderation.

An important part of the annual quality assurance review is for each consortium centre member to provide feedback on the effectiveness of the administrative centre and for the consortium to agree that the identified administrative centre continues in its role.

If the review identifies areas where the quality criteria are not being met, the consortium must agree a development plan to address any weaknesses and include a date by which each issue will be resolved.

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