



# **External Verification Annual Summary Academic Year 2016-17**

This is the 2016-17 Annual Summary of External Verification activity for Glasgow Clyde College. The summary is based on activity undertaken by awarding bodies for which Glasgow Clyde College delivers qualifications.

## Scope and Results

Awarding Body	No. of Reports		No. of Action Plans / Holds / Not accepted decisions	
	2015-16	2016-17	2015-16	2016-17
SQA ( Scottish Qualifications Authority)	70	69	5	4
City and Guilds	4	8	0	1
VTCT ( Vocational Training Charitable Trust)	2	2	0	0
EAL	2	1	0	0
SJIB (Scottish Joint Industry Board – Electrical)*	2	2	0	0
ECITB	2	2	0	0
BPEC	1	1	0	0
AAT	0	1	0	0
<b>TOTAL</b>	<b>84</b>	<b>86</b>	<b>5</b>	<b>5</b>

\* incorporated within SQA Electrical SVQ reports

## Findings

Overall there were 86 verification reports received during academic year 2016-17. This compares with 84 reports received in 2015-16, demonstrating a slight increase in activity which can be attributed to two new City & Guilds courses being introduced in 2016-17.

The number of reports resulting in **action plans / holds / not accepted** decisions was **five** - similar to the figure in 2015-16.

## Issues

### SQA

Four reports from SQA received the outcome rating of 'some strengths and some weaknesses' due to issues identified by External Verifiers within the criteria of Internal Assessment / Internal Verification. Action plans were imposed by SQA with three of the four reports also having the sanction of suspended certification of the qualification enforced.

Appropriate steps were taken by appropriate staff to address the issues raised and action plans were closed out within the agreed timescale for two reports. However one school required a couple of extensions to timescales due to the impact of industrial action and the action plan was closed out in mid-June. Outcome ratings were revised by SQA to 'significant strengths'. At the time of writing this report, we are awaiting a return visit in October 2017 for one school therefore the action plan / suspension of certification is currently still in place.

### City and Guilds

One report from City & Guilds received the outcome of 'High' due to issues identified by the External Quality Assurer relating to Registration of Learners, Assessment and Internal Verification and this resulted in the facility to register / certificate candidates being withheld. Quality staff worked extensively with teaching staff to address the required actions by the set target dates. An additional remote sampling was carried out and the EQA was satisfied that all specific issues identified had been addressed resulting in our outcome being revised to 'Low' and registration / certification of candidates being re-instated.

### Other awarding bodies

Visits carried out by other awarding bodies including VTCT, EAL, ECITB, BPEC and AAT were successful with no sanctions being applied.

### Quality improvement

Quality Co-ordinators continue to review all External Verification reports and prepare analysis forms **highlighting actions points / development points / recommendations and good practice**. Documents are forwarded to Faculty staff for review, and action where required. Action plans are regularly monitored by quality staff to ensure that all actions are closed out.

A document entitled 'Recommendations and Good Practice identified by External Verifiers' continues to be updated and published on the Staff Intranet. This enables information from visits to be widely disseminated and particularly assists the sharing of good practice. A named faculty contact is also contained within the document in order that staff know who to contact to find out more detail about specific visits or practice.

### Good practice

During 2016-17, there were 93 recommendations / development points and 174 examples of good practice made by External Verifiers / External Quality Assurers.

Recommendations were mainly in relation to

- internal assessment / verification and included consider the use of electronic feedback to improve efficiency; clearer IV records; include detailed commentary where a significant number of marks have been deducted and making use of assessment support packs.

Good practice highlighted included:

- excellent induction booklet; observation of teaching practice was an excellent example of teaching and created an environment conducive to learning; excellent written feedback; External Verification Analysis form is an excellent document; peer marking – student feedback stated this was an excellent way to learn; Skills Lab, excellent practical opportunities for students to simulate practical skills and partnership arrangement which provides an excellent site visit opportunity and adds tremendous value to the learning experience.

### Development visits

In 2016-17 SQA development visits were rarely requested with only one visit taking place. The number of prior verification requests submitted to SQA slightly increased to 31 applications being submitted compared to 28 in 2015-16. It is considered good practice to utilise the prior verification service to ensure that assessments devised by the college are fit for purpose.