

GROUNDWORK

CHANGING PLACES
CHANGING LIVES



R2W Recognising and Recording Progress and Achievement Policy GWSNT – COL05

This policy applies to all R2W college staff and learners at Groundwork South and North Tyneside, (hereafter referred to as Groundwork)

Groundwork South and North Tyneside (SaNT) is committed to develop high quality, outcome focussed learning programmes that will involve thorough assessment practices, rigorous setting and monitoring of challenging individual learning targets and comprehensive procedures for assessing non accredited learning. This will enhance the learners experience and we believe that the RARPA process will enable the service to better:

- Focus on and promote the needs and interests of its learners
- Take account of its learners diverse and sometimes multiple purposes in learning
- Encourage learners to reflect on and recognise their own progress and achievement thus increasing confidence
- Promote and support the learner's skills of self-assessment
- Promote dialogue about learning and achievement between the learners and tutors
- Enable the service to capture and review achievements/outcomes and use them to better inform course planning progress and learner progression

This policy describes how Groundwork SaNT is implementing and embedding the Recognising and Recording Progress and Achievement in non-accredited learning (RARPA) process into all its courses.

- The RARPA process will apply to all learners on all programmes of non-accredited provision
- Course aims for all programmes will be clearly stated and shared with learners
- In order for a learner to successfully complete a course they need to have achieved all of the core learning outcomes and at least 70% of the optional learning outcomes
- Learners will have an initial assessment to establish their starting point and needs. This information will be incorporated into the ILP
- Learners will contribute to the identification of appropriate course and personal learning objectives which will be suitably challenging
- Formative assessment of learner's progress towards these objectives will be undertaken and the progress made towards them recorded
- Opportunities will be provided for learners to review, renegotiate and where appropriate, revise their learning objectives
- Learners will have the opportunity to complete the Learner Voice evaluation process and all feedback and comments will be revised/reviewed and integrated into the quality review of the organisation
- Final achievements will be evaluated and used to inform course planning and learner progression

Policy review

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