Policing Education Qualifications Framework:

Frequently Asked Questions for Quality Standards Assessment (QSA): Pre-join Degree in Professional Policing

Version 1.0 (April 2018)

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Introduction

The College of Policing has undertaken to develop, on behalf of the police service, a Policing Education Qualifications Framework (PEQF); a standardised national framework that sets minimum education qualification levels for the police service. A pre-join undergraduate Degree in Professional Policing (pre-join Degree) based upon the national policing curriculum, is one of three initial entry routes to be offered at the rank of police constable.

The pre-join Degree is a professional academic, knowledge-based degree that will be designed and delivered by organisations with Taught Degree Awarding Powers (TDAP) and that have been licensed by the College of Policing.

The College will undertake the direct responsibility for quality assurance of implementation to provide commitment to national consistency. The pre-join Degree will have its own Quality Standards Assessment (QSA) procedure that is consistent with, and aligned to QSA processes across the other police constable entry routes.

This document is of relevance to those organisations that are seeking to offer the pre-join Degree, hereafter known as "providers", and answers frequently asked questions around the Quality Standards Assessment (QSA) process undertaken by the College of Policing in relation to the pre-join Degree.

Section 1 – General QSA

What is the College of Policing QSA process?

The QSA is a process whereby providers give confirmation to the College of Policing to demonstrate that, through their own QA processes, they have fully evidenced that their programme meets specified core requirements, located in the national programme specification for the pre-join Degree.

The Pre-join Degree National Programme Specification contains the core requirements which form the basis for the College's required evidence requirement to complete the QSA process. Please see details of how to access this, and other support documents, below.

What are the quality criteria/core requirements and where can we find them?

The quality criteria are based around the themes that underpin and are integral to any educational programme: Educational Standards, Staffing, Student Support, Facilities and Resources, Promoting Positive Behaviours and Quality Assurance and Evaluation. The detailed core requirements that have been informed by the quality criteria are located in the various sections of the **Pre-Join Degree National Programme Specification**. Such sections include the programme summary, delivery and assessment.

Please see the section on resources/access to resources below for further information.

Section 2 – Resources and access to resources

Which guidance documents are available in order to support a provider?

Listed below are the key documents available on the College of Policing website via the following link http://www.college.police.uk/What-we-do/Learning/Policing-Education-Qualifications-Framework/Pages/Provider-Information-Pre-join-Degree.aspx

- Pre-join Degree in Professional Policing – An Introduction.

- Pre-join Degree Provider Guidance – provides you with information to enable you to understand more about the product and how to become a potential provider offering the pre-join Degree as a programme. Additionally, it will provide guidance on the Quality Standards Assessment, from the initial application and licence request, through to the development stages of the programme and concluding with your institutions validation event. The guidance also incorporates the core requirements, taken from the Pre-Join National Programme Specification, together with associated suggested evidence required for the evidencing of the core requirements in the QSA process.

- Licence Request and Quality Standards Assessment Application Form.

Listed below are the key documents available on the College of Policing Managed Learning Environment http://mle.ncalt.pnn.police.uk

- **QA Strategy*** – explains how the College is taking account of existing quality assurance processes in the wider policing and educational arena.

- **Pre-join Degree National Programme Specification** – sets out core requirements that must be integrated into all pre-join Degree programmes to ensure national consistency. Confirmation that programmes have been developed in accordance with this national programme specification must be completed prior to delivering the programme. Teams involved in the design and delivery of pre-join Degree programmes will use this specification to assist with the process. QA teams may also use the specification to check coverage of core requirements.

- **Pre-join Degree National Curriculum** – sets out in full the College of Policing's degree-based national curriculum for the professional education of entrants into policing via the Pre-join Degree route.

*This document is not specific to the pre-join Degree but is an overarching document that will support all PEQF programmes.

How will providers be licensed by the College?

Providers will be required to complete a **Licence Request and Quality Standards Assessment Application Form** which forms part of the initial stage of the College QSA process. This form is available via our website http://www.college.police.uk/What-we-do/Learning/Policing-Education-Qualifications-Framework/Pages/Provider-Information-Pre-join-Degree.aspx

Detailed guidance around licensing can be found in the **Pre-join Degree Provider Guidance**, available via our website http://www.college.police.uk/What-we-do/Learning/Policing-Education-Qualifications-Framework/Pages/Provider-Information-Pre-join-Degree.aspx

Please see Appendices 1 and 2 for information on the step-by-step processes around making a request to become licensed and QSA.

Will providers be charged for the licence?

Yes. You will be asked to provide a Purchase Order number when completing the **Licence Request and Quality Standards Assessment Application Form.**

The total subscription fee for the 5 year term of the licence is £16,800.00, the initial charge is £8,400.00. Thereafter, an annual subscription which will be spread over the remaining four years, with the payment of £2,100.00 being invoiced on each anniversary of the licence.

This initial fee and annual subscription is for the quality assurance work and ongoing maintenance associated with this programme.

Section 3 – The QSA process

How does the QSA process work?

The QSA process is formed of 4 stages:

1. Initial Stage: Application and Licensing Arrangements

2. Developmental Phase

3. QSA Confirmation and Provider Validation

4. Continuous Monitoring and Evaluation

Please see Appendices 1 and 2 for information on the step-by-step processes around licensing and QSA.

Who submits the QSA evidence?

Providers will appoint a Single Point of Contact (SPOC) from their institution who will be responsible for submitting their QSA evidence.

What evidence will need to be submitted?

Evidence for the QSA will be drawn from documents that either already exist and/or documents that are being created throughout the development process. Therefore, there should be no requirement to create new documents specifically for the QSA. Please refer to the supporting document **Pre-join Degree Provider Guidance** which details as appendices, suggestions for evidence that could be produced by the programme development team to satisfy the relevant core requirements of the **Pre-join Degree National Programme Specification**. The **Pre-join Degree Provider Guidance** is available via our website http://www.college.police.uk/What-we-do/Learning/Policing-Education-Qualifications-Framework/Pages/Provider-Information-Pre-join-Degree.aspx

How will evidence need to be submitted?

Evidence will be submitted through a dedicated mailbox and tracked via your allocated College Quality Assurance Advisor (please see next section).

How will the College support throughout the QSA process?

Each provider will be supported by a College of Policing Quality Assurance Advisor who will give ongoing support and feedback, in addition to the guidance documents outlined previously.

How long will a QSA submission take to assess by the College of Policing?

The QSA will run alongside any provider programme development taking place. Therefore, the time taken for this may vary depending on local arrangements. Dates for sending through evidence to the College will be mutually agreed with providers to ensure that realistic and practicable timeframes are used. All evidence must be submitted to the College prior to the provider final validation event (by exception, the College may check any very final details as part of that event).

Appendix 1: Key stages of the quality standards assessment

Stage 1	**Initial phase**	• The process will start with the provider making an application to the College to become licensed. This will involve confirming, for example, that they have the necessary awarding powers to offer the qualification. • Once your application has been processed and you have signed and returned your licence agreement access to the Managed Learning Environment (MLE) will be granted, providing further resources.
Stage 2	**Developmental phase**	• The provider submits high level evidence of specific core requirements in order for the College to gain an overview of the proposed programme and that it will meet the national specification. • The provider continues to submit further evidence as core requirements are addressed simultaneously as they further develop their programme (such as module specifications, assessment strategy).
Stage 3	**QSA confirmation and provider validation**	• At a College QSA confirmation event, a panel (with a blend of skills and experience in policing, curriculum, qualifications, equality, accreditation and assurance) will critically examine the final suite of documents for the fully developed programme. The development team are invited to attend. • Through its scrutiny, the College QSA confirmation panel must determine to what extent the proposed programme meets the core requirements of the pre-join Degree's national programme specification. The requirements may be fully met, or there may remain certain core requirements that must be addressed. • QSA feedback to be sent to the provider validation chair.

		• At a final provider validation event, the validation panel will aim to approve the programme and confirm all national programme specification core requirements have been met. • The final provider validation panel must include College representation.
Stage 4	**Continuous monitoring and evaluation**	• Following QSA confirmation, subsequent provider validation and programme delivery, the College QA function will undertake annual monitoring. Such activities will include the attendance of a College representative at the progression and award boards for all pre-join Degree candidates, the annual QSA reporting of all providers and an annual evaluation event for the purpose of sharing ideas and best practice in the delivery of the pre-join Degree.

Appendix 2: All stages of the quality standards assessment

Information session

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Licence request and quality standards assessment application completed

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Return completed application form and provide PO number

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Return signed licence agreement and fee paid

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QA officer allocated

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Provider submits high-level evidence 6-8 weeks after being given access to the MLE

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High-level evidence review

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Provider submits further evidence no later than 6 weeks prior to final provider validation event

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Further evidence reveiw

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Completed submission to internal QSA Panel

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QSA confirmation event

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Feedback sent to validation chair

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Validation event, CoP represented