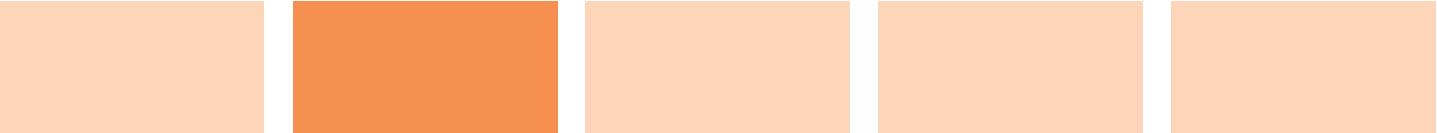


Endorsement Framework

FOR ORGANISATIONS

Stage 1 Recognition Readiness Check



Endorsing excellence in social care education and training
organisations

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Introduction

This readiness check is designed to help you determine whether your organisation is ready to make an application for Skills Academy Recognition. It is for your own use, and does not constitute part of the application process.

Skills Academy Recognition is concerned with processes as much as outcomes. The self-evaluation application form requires you to describe how you work and why you work in that way.

Key questions for you to bear in mind are:

- What we are trying to do?
- Why are we doing it?
- How are we doing it?
- Why do we believe this is the best way to do it?
- How can we improve what we do?

It will help if you think about these questions while you go through the readiness check and consider whether you are ready to apply.

Using the readiness check

The readiness check is designed to help you establish whether you have the processes in place that are indicative of excellent education and training provision in adult social care.

Your training and development provision should be designed to meet the needs of a defined group of employers, learners, people who use services, and carers, and should be based on the values that underpin the social model of care. The provision may include apprenticeship frameworks, work-based programmes leading to vocational qualifications, short courses and bespoke programmes designed specifically to meet the needs of one employer or a group of employees.

Recognition is equally applicable to colleges, work-based learning providers, employers offering a range of in-house training or private or voluntary sector training organisations.

If you are seeking Skills Academy endorsement, we would expect that your training and development programmes will have been developed in consultation with at least one employer and take into account the views and needs of people who

use services and their carers¹ as well as employers and learners.

Individual people who use services and/or who are carers might be employers in their own right and may want to identify training needs for themselves or for the people they employ. People who use services and their carers will also wish to guide and influence your provision and should be among the stakeholder groups you consult and work with in partnership. It is important that you keep this in mind when considering who the employers are that you work with, and what the impact of your training activity is likely to be on employers' business outputs and the services offered to people who need support.

1 Carers UK use the term 'carer' "to distinguish those who provide care for others on an unpaid basis, apart from those who are paid (care workers, home helps and people employed by someone with a disability)".

Evaluating your organisation against other sector quality marks

The Skills Academy endorsement framework builds on existing quality marks. If you have already been assessed successfully in respect of these, you will be able to count this achievement towards some aspects of the Recognition dimensions. This will enable you to take a Fast Track route to Recognition.

If you do not hold these quality marks, you will need to provide evidence of your activity in respect of each of the Recognition dimensions. You can use this readiness check to consider where you need to develop and gather appropriate evidence. You can use evidence which you have prepared for a range of other purposes, including Ofsted inspections, to demonstrate how your practice meets the Recognition dimensions.

Answering the following questions will help you to establish whether you are eligible for the Fast Track route to Recognition:

1. Did your organisation gain an overall Grade 1 or 2 in your last Ofsted inspection?

Yes/No

If your answer is 'yes' you gain automatic credit against the following Recognition dimensions:

- Leadership and management
- Quality assurance and improvement
- Resource management
- Working with learners

2. Are you currently accredited to the Matrix standard?

Yes/No

If your answer is 'yes' you gain automatic credit against the following Recognition dimension:

- Working with learners

3. Are you a Training Quality Standard Part A certificated provider?

Yes/No

If your answer is 'yes' you gain automatic credit against the following Recognition dimension:

- Working with employers

4. Do you hold the Training Quality Standard Part B for Adult Social Care or the Part B for Health and Social Care?

Yes/No

If your answer is 'yes' you gain automatic credit against the following Recognition dimension:

- Staff development

5. Are you recognised as an Investor in People?

Yes/No

If your answer is 'yes' you can gain automatic credit against the following Recognition dimension:

- Staff development

6. Do you currently gather and use information in line with the Framework for Excellence performance indicators?

Yes/No

If your answer is 'yes' you will have significant evidence which will be useful for you in preparing an application for Recognition.

Other key considerations

1. Leadership and management

- 1.1 What does your leadership and management strategy say about how your organisation will work with the adult social care sector?
- 1.2 What evidence do you have to show how you identified your key audiences and stakeholders and adapted your provision to meet their needs?
- 1.3 What measures are in place to ensure that the whole organisation understands and works to the mission, aims and objectives contained within the leadership and management strategy?

2. Quality assurance and quality improvement

- 2.1 What evidence do you have that your quality assurance and quality improvement strategies result in an improved service to employers and learners in the adult social care sector?
- 2.2 How do you use feedback from stakeholders to contribute to quality improvement?
- 2.3 What evidence do you have that your quality assurance procedures enhance the quality of teaching and learning in your organisation, including recruitment, retention and completion rates?

3. Resource management

- 3.1 How can you show that the resources you use for teaching and learning activities are up to date and appropriate for the contexts in which learners will be working?

- 3.2 What model of resource allocation do you use for teaching, learning and assessment in adult social care provision?

- 3.3 What use do you make of risk assessments in relation to your adult social care training provision?

4. Staff development

- 4.1 How do you maintain the competence of staff involved in training in terms of their teaching qualifications and their vocational competence in adult social care?
- 4.2 What links can you show between your appraisal system and enhanced training by your staff?

5. Working with learners

- 5.1 How do you gather data so you know if learners are progressing appropriately?
- 5.2 What evidence do you have that learners are satisfied with their experience in your organisation?
- 5.3 What information, advice and guidance systems are in place to ensure learners receive the most appropriate learning for their needs and ambitions?

6. Working with employers

- 6.1 What market research findings inform your decisions about which employers you work with?
- 6.2 How do you know if the training you deliver is contributing positively to the business needs of the employers you work with?

6.3 How do you gather and use feedback from employers to improve your provision?

If you can give answers to all or most of these questions, you are probably in a position to consider preparing an application for Skills Academy Recognition.

You will find detailed guidance on how to apply and how we review applications in the 'Endorsement Handbook' on the National Skills Academy website at www.nsasocialcare.co.uk