

GUIDANCE

# Draft Extended Extraordinary regulatory framework: Vocational and Technical Qualifications, COVID-19 Guidance

August 2020  
Not yet in force

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## Guidance on compliance with Condition A8 in relation to VTQs

Under Condition A8, an awarding organisation must take all reasonable steps to prevent the occurrence of malpractice or maladministration in the development, delivery and award of its qualifications.

Condition A8 continues to apply in relation to VTQs Adapted under Condition ExtVTQCov2.1(b), albeit that an awarding organisation will need to take account of the changed risk profile with respect to the VTQs that it makes available. As such, an awarding organisation must take all reasonable steps to prevent malpractice or maladministration that could occur in relation to an Adapted VTQ.

An awarding organisation should consider any particular risks of malpractice in relation to Adapted VTQs offered to Learners outside the UK.

Not yet in force

## Guidance on compliance with Condition D2 in relation to VTQs

Under Condition D2, an awarding organisation must ensure that it complies with Equalities Law in relation to each of the qualifications that it makes available. Equalities Law will continue to apply in relation to VTQs which have been Adapted under Condition ExtVTQCov2.1(b).

In line with Conditions D2.2 and D2.3, an awarding organisation must continue to monitor any disadvantages to groups of Learners who share a particular Characteristic in relation to an Adapted VTQ that it makes available, and remove any disadvantage where it cannot be justified.

Under Condition D2.3(b), an awarding organisation must also keep a record of any disadvantage which it believes to be justified.

Not yet in force

## Guidance on remote Invigilation

Condition ExtVTQCov2.2 allows us to specify requirements and guidance in relation to the Adaptation of VTQs taken by Learners in 2020 and/or 2021.

We set out below our guidance in relation to the use of remote Invigilation in Adapted VTQs.

In our requirements under Condition ExtVTQCov2.2, we state that one of the potential Adaptations that an awarding organisation may make to its assessments is 'changing Invigilation requirements, for example by allowing the use of online Invigilation so that assessments can take place in a wider range of settings'.

Where online or remote Invigilation is used, under Conditions G8.1 and G9.2(c), an awarding organisation must still ensure that the relevant evidence has been generated by the Learner, and that the assessment has been completed under the specified conditions.

In light of those requirements, whether or not the use of remote Invigilation is appropriate as an Adaptation will be heavily dependent on context.

We will expect an awarding organisation to consider all relevant risks under Condition A6, and the possibility of malpractice under Condition A8, when deciding whether to use remote Invigilation as an Adaptation. The factors to which an awarding organisation should have regard, as part of that consideration, include the following:

- whether remote Invigilation will affect the constructs to be assessed or the Validity of the assessment
- the Learners' user experience and the parameters of delivery, for example, how the Invigilator would supervise any breaks during an assessment
- the level of security that is required in delivery in proportion to the stake of the qualification and its purpose
- the robustness of the awarding organisation's processes and controls to ensure that the Learner's identity can be confirmed and the evidence generated by the Learner can be Authenticated
- the capacity of the awarding organisation and Centres to operate the relevant systems and processes as intended, including, for example, whether Invigilators are adequately trained, and the scalability of the relevant systems and processes
- the clarity around the roles and responsibilities of the awarding organisation, the Centre, and the Learner
- the security and reliability of the software and hardware needed to operate the relevant systems and processes
- the awarding organisation's contingency plan in the event of a delivery failure, including a failure in the relevant software or hardware
- the awarding organisation's approach to equality issues, including Reasonable Adjustments and Special Consideration, and its approach to any Learners who do not have access to the required equipment, or whose equipment is not compatible with the relevant system requirements
- issues around safeguarding, health and safety, and data protection
- any trialling or piloting of the approach before rolling it out in full

An awarding organisation must keep a record of its decisions and the justification for the approach it chooses to adopt for online Invigilation as part of its record keeping under Condition ExtVTQCov3.1(a)(ii).

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Published by:

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