



# Extraordinary Regulatory Framework: Vocational and Technical Qualifications, COVID-19 Malpractice and Maladministration

Elaine Rudduck  
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# Aims

- Journey so far
- Qualifications in scope and mitigation approaches
- Extraordinary regulatory framework – Covid-19
- Understand the definition of malpractice and maladministration
- Examples of potential types of malpractice and maladministration
- Documentation and policy



# Journey so far

Ofqual  
consultation  
findings  
published 22  
May 2020

Extraordinary  
regulatory  
framework  
Covid-19

Additional  
requirements to  
ensure  
regulatory  
compliance

Malpractice A8

# The importance of qualifications

- Motivate and demonstrate learner achievement against a predetermined set of outcomes
- Provide progression to either FE/HE and or employment



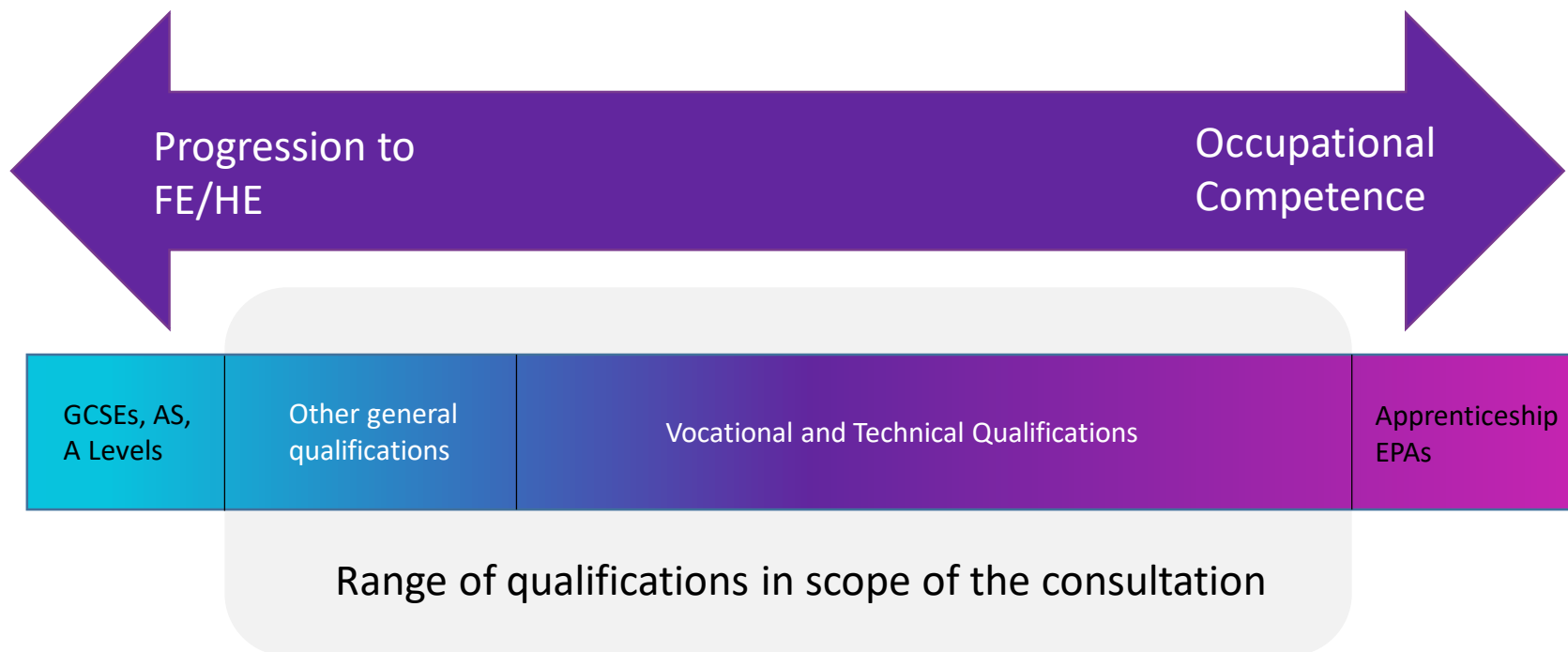
# Aim of the awarding organisation during Covid-19

We all have a responsibility to ensure the qualifications certificated during the summer period are valid, reliable authentic and trusted by learners, employers and the wider public.

VTCT must take all reasonable steps to prevent the occurrence of any malpractice or maladministration in the development, delivery and award of qualifications which it makes available

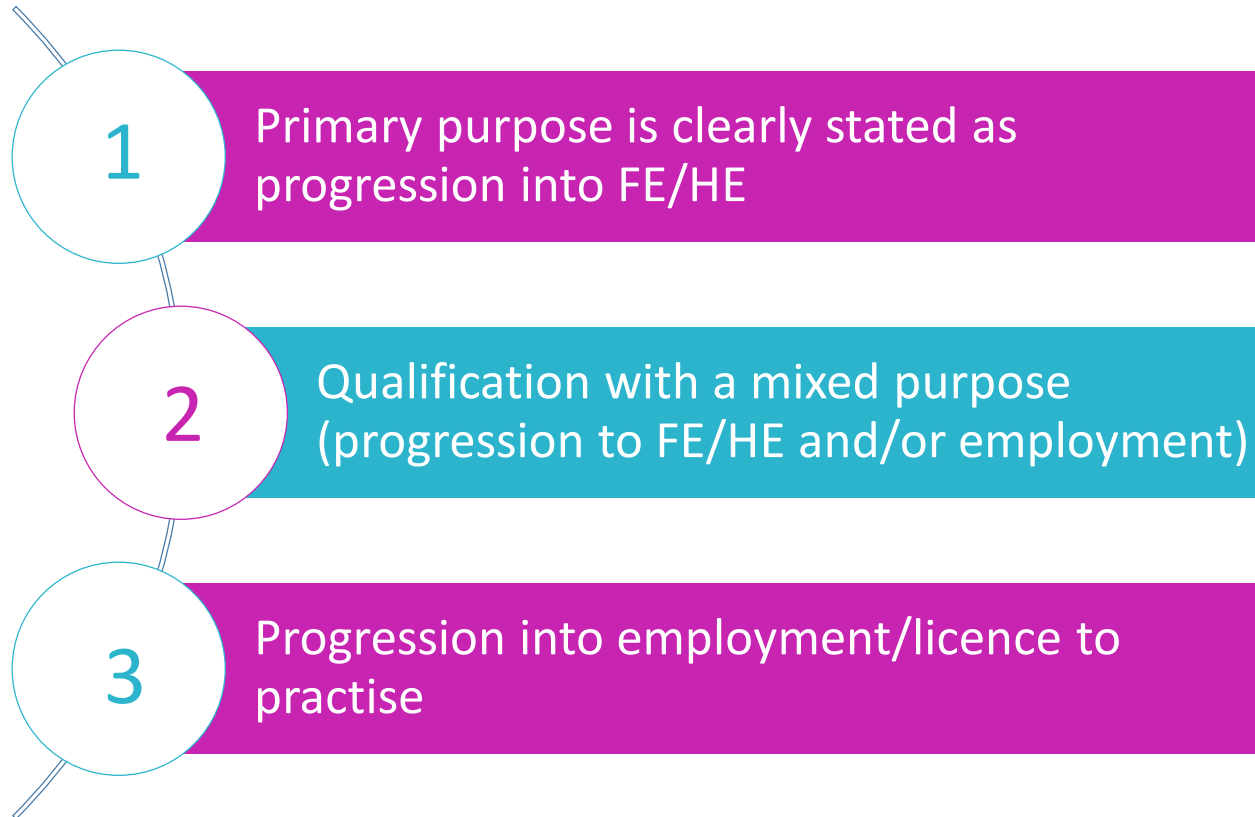


# Qualifications in scope

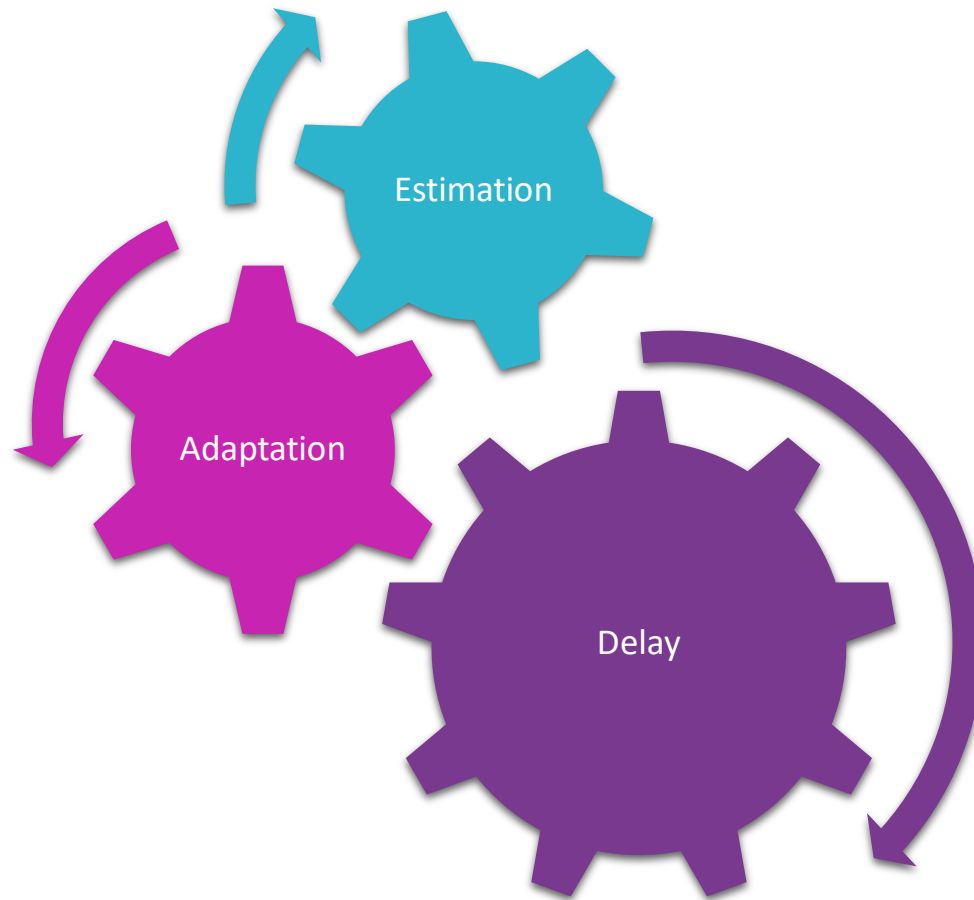


- Qualifications from Entry level to level 6
- Those approved for public funding and delivery, irrespective of the age of the learner
- Those qualifications which are not A Levels, AS levels, GCSEs, EPAs and AEA
- Included functional skills – legacy qualification end date has been extended until December 2020

# Ofqual's approach to qualifications

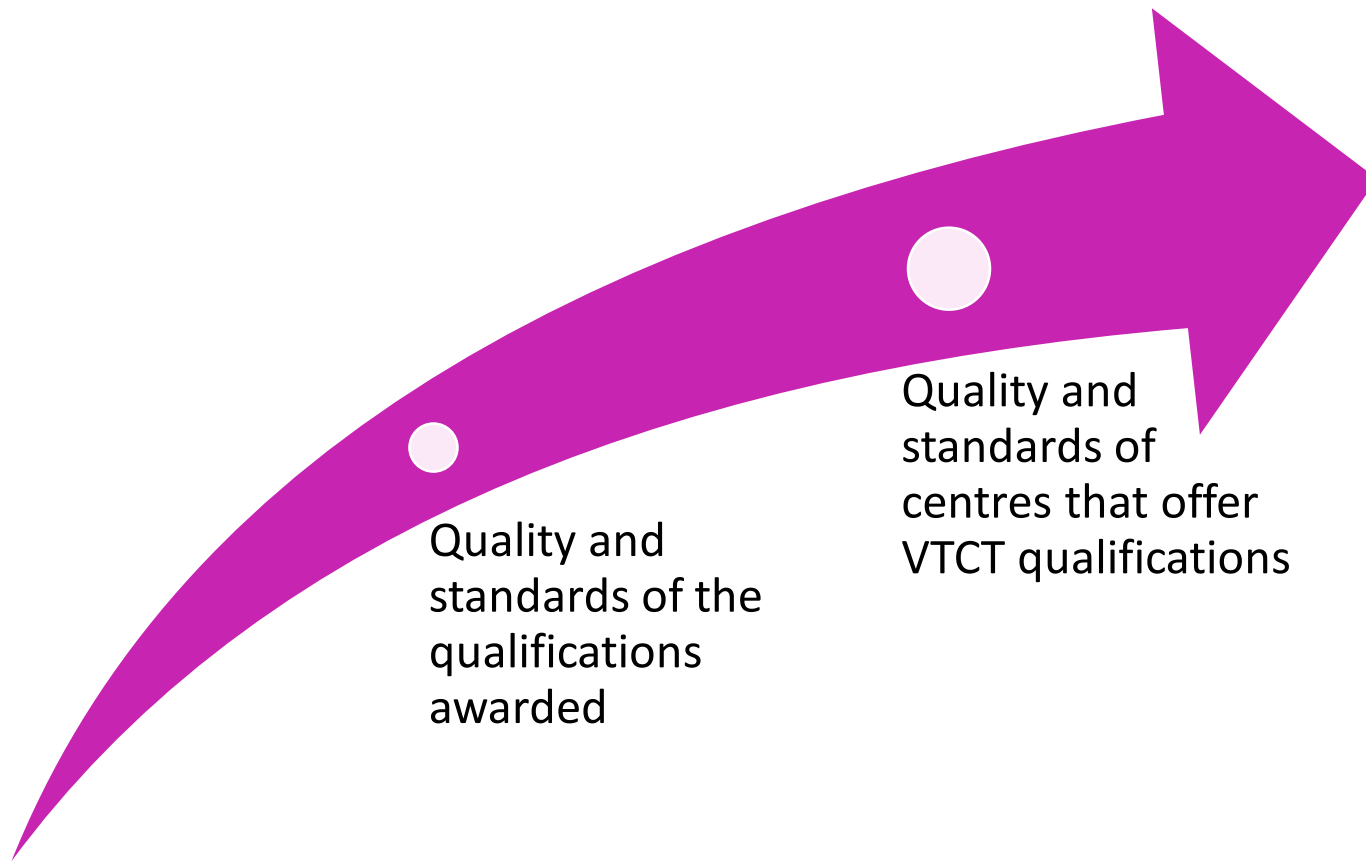


# Mitigation approaches

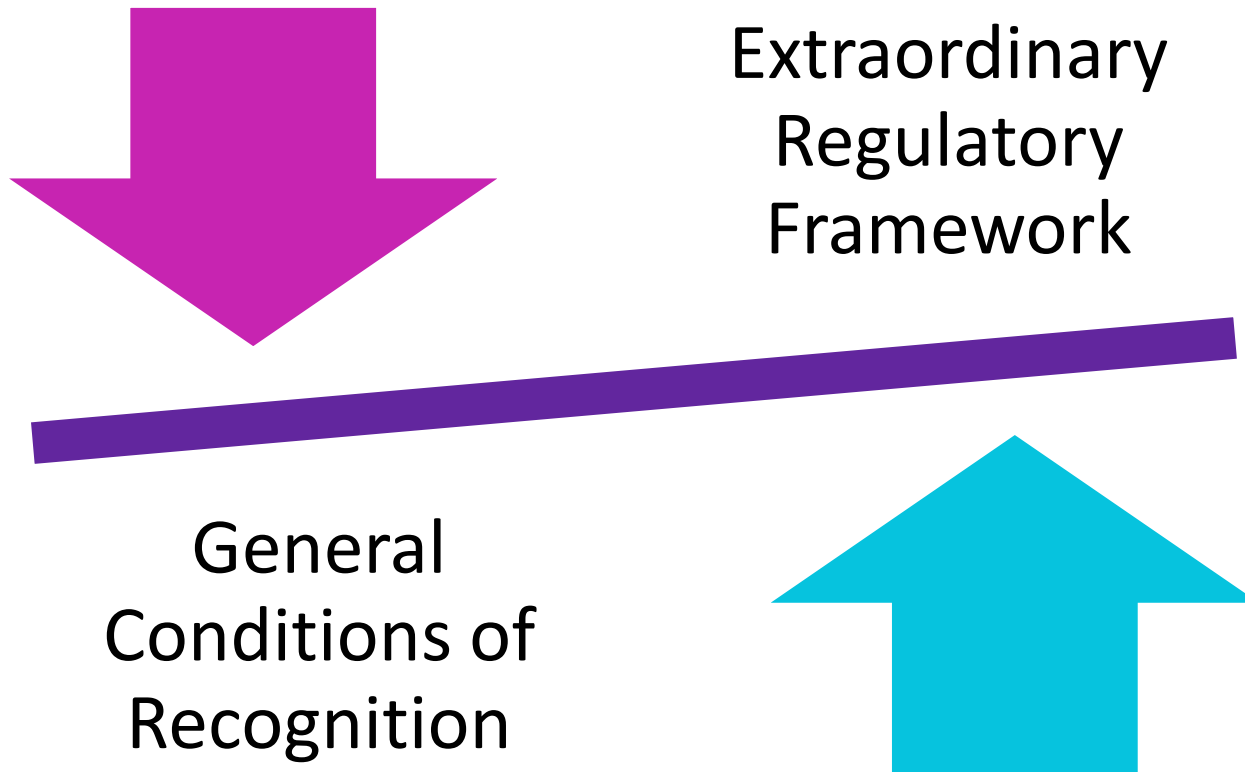




# VTCT is accountable for the:



# Regulatory framework – Covid-19



# Malpractice definition

- Any action, activity, neglect, default or other practice which deliberately contravenes regulations and compromises the integrity of the internal or external assessment process, the validity of results and/or certificates or the reputation and credibility of VTCT or the wider qualification community.
- Malpractice has serious implications for the centre and learners and is always treated very seriously by VTCT.

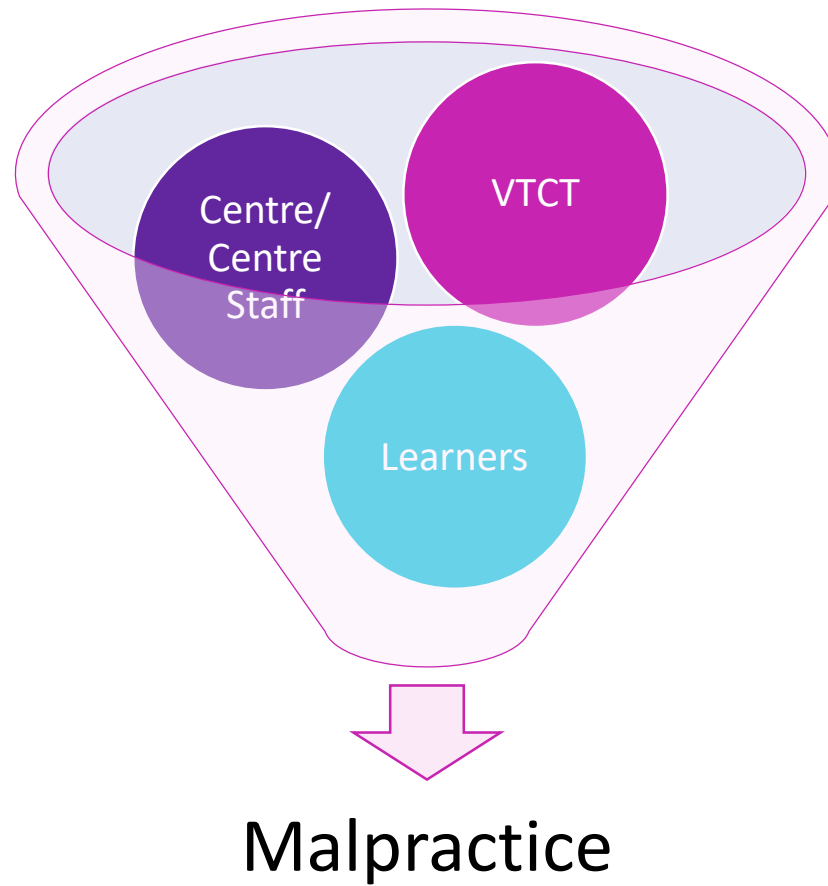


# Maladministration definition

- Maladministration is any activity, neglect, default or other practice that results in non-compliance with VTCT's requirements or any other applicable requirements and includes the application of persistent mistakes or poor administration within a centre.
- All approved centres are expected to maintain adequate systems and procedures and ensure that staff understand them and adhere to them always.



# Who's responsible



# Examples of malpractice and maladministration

## Malpractice

Deliberate failure to adhere continually to VTCT's centre approval and/or qualification approval requirements or actions assigned to the centre within stated timelines

Inadequate centre procedures for the induction of staff or any contracted person involved in the delivery of qualifications

Failure to carry out internal assessment, internal moderation or internal verification in accordance with VTCT's requirements

Deliberate failure to adhere to VTCT's learner registration and certification procedures

Inappropriate assistance to learners by centre staff (e.g. unfairly helping them to pass a unit or qualification)

Inadequate teaching time

Deliberate failure to maintain appropriate auditable records, e.g. certification claims and/or forgery of evidence

Deliberate submission of false information to gain a qualification or unit



# Examples cont.

## Malpractice

Learners still working towards a qualification after certification claims have been made

Persistent instances of maladministration within a centre

Deliberate contravention by a centre and/or its learners of the assessment arrangements as specified for VTCT and iTEC qualifications

Loss of, theft of, or a breach of confidentiality in any assessment materials

Plagiarism of any nature by learners and/or staff

Copying from another learner (including using ICT to do so)

Personation - assuming the identity of another learner or having someone assume the identity of the named learner during an assessment

Unauthorised amendment, copying or distributing of exam/assessment papers/materials



# Examples cont.

## Malpractice

Failure to adhere to VTCT's learner registration and certification procedures

Failure to adhere to VTCT's centre agreement and/or qualification requirements and/or associated actions assigned to the centre

Late registration of learners

Inaccurate claim for certificates

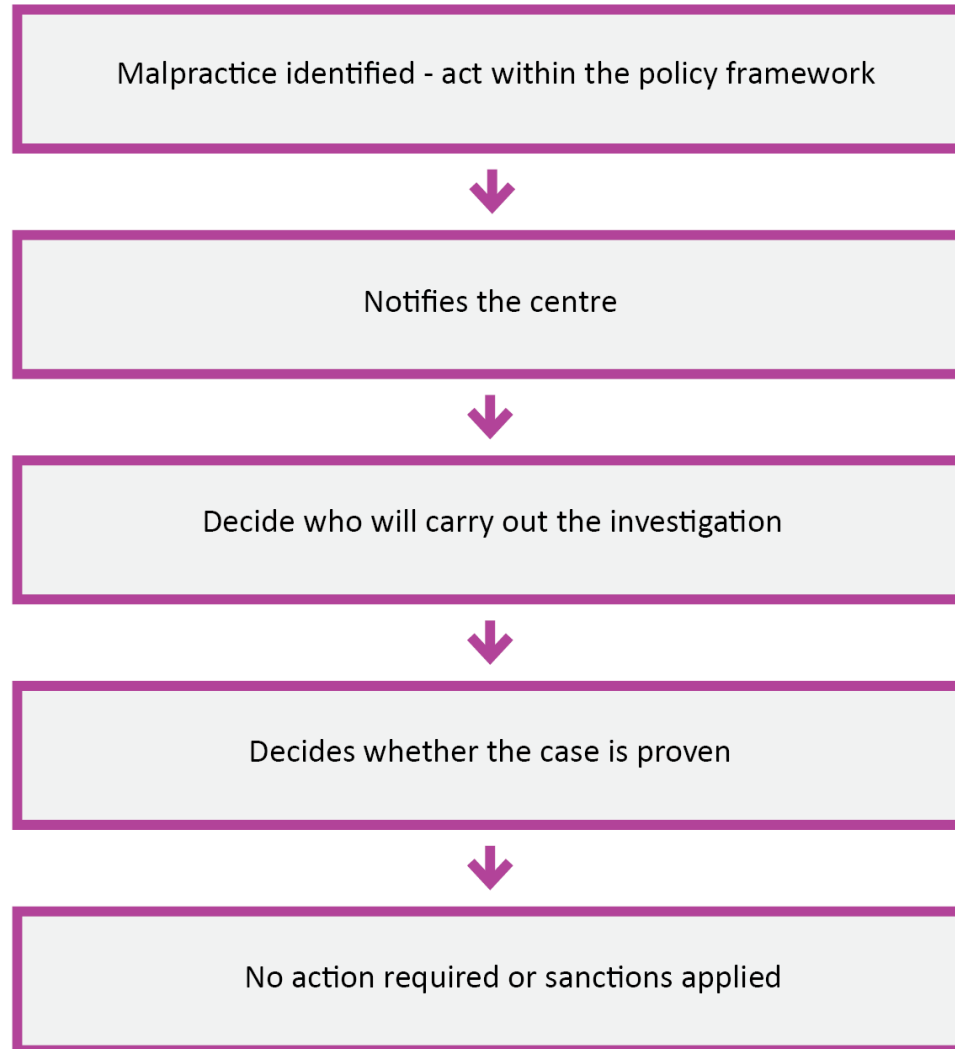
Failure to adhere to, or attempt to circumnavigate, the requirements of VTCT's Reasonable Adjustments and Special Considerations Policy

Failure to adhere to VTCT policies, procedures and practices





# Management of the process



# Penalties

- Centre
- Centre staff
- Learners



# Sanctions applied

- "Not applicable"
- Removal of direct claims
- Suspension for certification
- Suspension for registration
- Full suspension
- Withdrawal of approval



# Collaboration

- Aggressive timescales
- Mandatory data completion in support of mitigations
- To ensure consistency across qualification types and mitigation approaches we are reliant on trust between VTCT and Centres
- Alert



# VTCT focus

It is important that all parties keep good records during this Covid-19 extraordinary regulatory framework

We will be using a risk-based approach and targeting the highest risks at centre level and qualification level



# How will we support you?

- Zoom meetings will be held through out the Covid-19 period to support the mitigation approaches



# Supporting links

- VTCT's Malpractice and Maladministration Policy
  - [https://www.vtct.org.uk/wp-content/uploads/2018/10/Malpractice-and-Maladministration-Policy-and-Procedure\\_v7-March-2019.pdf](https://www.vtct.org.uk/wp-content/uploads/2018/10/Malpractice-and-Maladministration-Policy-and-Procedure_v7-March-2019.pdf)
- Ofqual's General Conditions of Recognition
  - <https://www.gov.uk/guidance/ofqual-handbook>
- Ofqual's Extraordinary Regulatory Framework
  - <https://www.gov.uk/government/publications/extraordinary-regulatory-framework-vtq-covid-19-conditions-and-requirements>

