Quality Assurance Policy

Ratification Date: ___20/07/21_____

Signed: ___AJHawkins_____

Review Date: ___10/09/26_____

Date of next review: September 2027

Version Control

Version	Date	Changes
1		Original
	July 23	Initial Review
1.1	Sept 23	Language change for consistency. Pupil to student.
1.2	26/09/24	SENDCo added to review; updated references to directors; overview section updated to reference outreach.
1.3	12/09/25	Revised review schedule
1.4	10/09/26	P2 Head of Centre added to role names. P4 Subject leads changed to Head of Centre and language changed accordingly.

Review

Approved and reviewed by The Board of Directors.

This policy will be reviewed biannually, or more frequently, if necessary, to ensure that it remains up-to-date and effective. The review will take into account changes in legislation, guidance, and best practice. The review will also consider feedback from Young people, staff, and parents.

Key staff involved in Quality Assurance Policy and monitoring:

Role	**Name**
Provision COO	Dave Smith
Provision CEO	Andy Hawkins
Head of Centre.	Laura Bayliss
SENDCo	Rachel Hatton

Overview

The role of Quality Assurance policy is to provide a framework to ensure all students receive a high quality education throughout their time at Liminal, including students supported via outreach.

Aims

- Liminal will ensure that its students receive a high standard of education that meets or exceeds expectations.
- The standard of education provided and the methods of its deployment will be consistent and effective throughout the provision and have at their core, the values of raising the aspirations and achievements of its students.
- Liminal will provide a coherent structure for monitoring, evaluating and reviewing standards across the provision.

Responsibilities

All members of staff have a responsibility for ensuring students receive an education of the highest quality. However some staff have specific responsibilities for aspects of quality assurance as set out below.

Board of Directors

- The Board of Directors are expected to hold the provision to account for both its statutory and non-statutory obligations.
- One purpose of quality assurance is to inform the Board of Directors about the performance of the provision and its strengths and areas for development.
- This enables Directors to participate fully in the strategic thinking and planning of the provision.
- Directors are informed of of quality assurance through regular reports.

COO

- The COO is accountable to the Board for ensuring that all areas of the provision are engaged in systematic and rigorous quality assurance and self-evaluation.
- The COO will use the outcomes of self-evaluation together with external evaluations to identify areas of strength and weakness and plan for future improvement.

Senior Leaders

- All senior leaders are accountable to the COO for setting up and maintaining systems for quality assurance.

- Each member of SLT is accountable to the COO for QA in the areas for which they have strategic responsibility. The role includes reviewing progress on improvement plans, evaluating and analysing the standards reached and setting targets for future improvement.
- Senior leaders will undertake reviews with subject leaders in the subjects they are responsible for.
- Senior leaders will undertake termly reviews of students' learning, teachers' planning and assessments.

Head of Centre

- The Head of centre is accountable to the COO for monitoring the learning and providing objective evidence for quality assurance purposes.
- The Head of centre will keep records of their monitoring and make these records available to the COO as required.
- The Head of Centre will be supported by the COO in Departmental reviews.
- The Head of centre will undertake a review of students' learning and teachers' assessment by sampling sets of books from each member of their team as required by the QA cycle. Evidence from this monitoring should be available to support both departmental and provision self-review and evaluation.
- The Head of Centre should see each member of their team teach at least twice annually.
- The Head of Centre will undertake a review of teachers' planning and record keeping and marking at least once a term.
- The Head of Centre will undertake a review of the outcomes of progress monitoring six weekly. This review should be used to plan and implement interventions with teachers and/or students.
- The Head of Centre has a role in identifying inconsistencies in practice between variant groups within the centre.

Teachers

- Teachers will undertake six weekly reviews of students' learning.
- Teachers will ensure appropriate interventions are in place and reviewed.

Support Staff

- Support Staff are accountable to the teachers they work with for supporting teaching and learning.
- Support staff will keep records of any interventions and the impact they have had.
- Support staff will all be linked to tutees and be involved in delivering Pastoral Programmes.
- Support staff will be observed supporting the groups they work with and the impact of their work measured.

Key Workers

- Key workers will monitor the '3As' six weekly, communicating outcomes to parents, stakeholders and students as well as implementing appropriate behaviour interventions.
- Key Workers will undertake surveys of students' views of the provision twice yearly.

Attendance Officer

- Liminal's Attendance Officer will monitor the attendance of all students causing concern and ensure that the recording of attendance follows statutory procedures and Liminal's attendance policy.

The outcomes will be shared with the Board of Directors and Share Holders and used to inform Liminal's Self Evaluation and Development Plan.

Liminal Partners.

- The COO is responsible for monitoring the quality of service provided by partners.