

# DELIVERING OUR STRATEGIC OBJECTIVES THROUGH THE OPERATIONAL PLAN

# 2021/22

Scottish Credit and Qualifications Framework Partnership



scottish credit and qualifications framework



SCQF Levels	SQA Qualifications			Qualifications of Higher Education Institutions	Apprenticeships & SVQs
12				Doctoral Degree	Professional Apprenticeship
11				Masters Degree, Integrated Masters Degree, Post Graduate Diploma, Post Graduate Certificate	Graduate Apprenticeship Professional Apprenticeship SVQ
10				Honours Degree, Graduate Diploma, Graduate Certificate	Graduate Apprenticeship Professional Apprenticeship
9			Professional Development Award	Bachelors / Ordinary Degree, Graduate Diploma, Graduate Certificate	Graduate Apprenticeship Technical Apprenticeship SVQ
8		Higher National Diploma		Diploma Of Higher Education	Higher Apprenticeship Technical Apprenticeship SVQ
7	Advanced Higher, Awards, Scottish Baccalaureate	Higher National Certificate		Certificate Of Higher Education	Modern Apprenticeship SVQ
6	Higher, Awards, Skills for Work Higher				Modern Apprenticeship Foundation Apprenticeship SVQ
5	National 5, Awards, Skills for Work National 5				Modern Apprenticeship SVQ
4	National 4, Awards, Skills for Work National 4	National Certificate	National Progression Award		SVQ
3	National 3, Awards, Skills for Work National 3				
2	National 2, Awards				
1	National 1, Awards				

# DELIVERING OUR STRATEGIC OBJECTIVES THROUGH THE OPERATIONAL PLAN

The Scottish Credit and Qualifications Framework (SCQF) supports individual learners and exists to sustain a vibrant lifelong learning culture in Scotland. It is our aim to include, where appropriate, all qualifications and assessed learning in Scotland on the SCQF so that learners can identify their current position in relation to the Framework and can plan their future learning pathways.

## BENEFITS OF USING THE FRAMEWORK



### LEARNERS

Helps learners at all stages plan their learning journey



### INDIVIDUALS

Helps individuals understand qualifications they are not familiar with and the parity of those qualifications



### EMPLOYERS

Helps employers understand different types of qualifications as well as supporting effective recruitment and workforce development



### EDUCATION & TRAINING

Helps education and training providers of all kinds to identify the level that has been studied in a particular subject and makes it easier to transfer credit points between learning programmes



### GUIDANCE GIVERS & INFLUENCERS

Supports careers advisers, parents/carers and CLD practitioners by providing a structure for conversations about learning pathways, including the importance of other learning programmes and experiences outwith formal education settings



### LEARNING PROGRAMMES

Provides recognition of a very wide range of learning programmes



# OUR MISSION STATEMENT

To ensure that the quality and integrity of the SCQF is maintained at all times and that the benefits of using the Framework are fully promoted to all stakeholders across Scotland and beyond.

## OUR VALUES



**QUALITY**



**INTEGRITY**



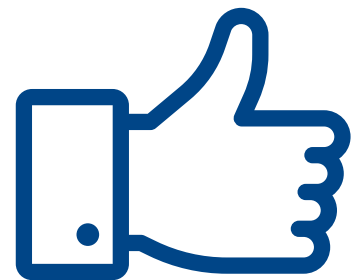
**PARTNERSHIP**



**NEUTRALITY**



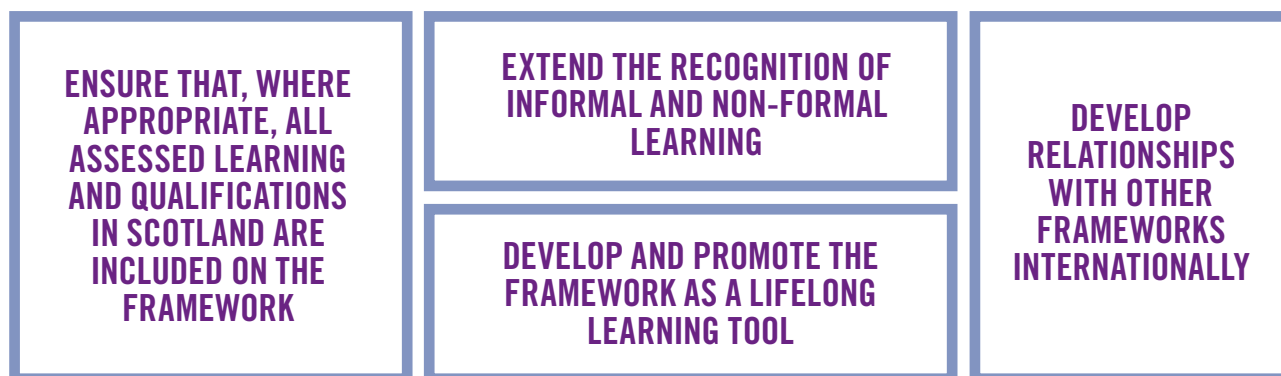
**INCLUSIVENESS**



**RESPECT**

# THE SCOTTISH CREDIT AND QUALIFICATIONS FRAMEWORK PARTNERSHIP

The SCQF is in the custody of, and managed by, the Scottish Credit and Qualifications Framework Partnership (SCQF Partnership). Our aims are to:



The Partnership is a company limited by guarantee and is a Scottish registered charity.

The SCQF Partnership has a Board of Directors which comprises nominees of the following organisations:



In addition, the Board has two co-opted Directors – the first is the Chair of Quality Committee and the second is an employer-facing representative – currently filled by Scottish Training Federation. Scottish Government has observer status. All of those bodies represented on the Board have a significant interest, involvement in, and influence on, learning in Scotland. The Partnership also works closely with a wide range of stakeholders, to help the company to achieve its goals. It is only through such partnerships and collaborative working that the Partnership will realise its mission statement. This operational plan therefore, will be developed, implemented and evaluated through a variety of partnership arrangements using the SCQF Board partners but also the members of our key committees, the Quality Committee and the Forum, which comprises around 30 different stakeholder organisations.

In developing this plan, we have reflected on the unique year that was 2020, both its highs and its lows, and have tried to ensure that we have captured lessons learnt in our plan for this year. We will continue to flex our engagement approach to ensure that we can reach out to as wide a range of stakeholders as possible whether that is through the provision of workshops, guidance, capacity building support, partnership working or quality assurance. We have, as always taken account of the priorities for Scottish Government but clearly with an election in May 2021 we need to be able to be responsive to any new priorities for the Government post that date and we have built that into the plan. This will include taking account of any priority groups or sectors where use of the SCQF would add most value.

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# KEY ACTIVITIES FOR 2021/22

## Core activities

### 1. Maintain the quality and integrity of the Framework to promote and support coherence and mutual trust amongst institutions and stakeholders

#### IMPACT

- The provision of an overarching quality assurance model that provides comfort and mutual trust to all Credit Rating Bodies that standards are being maintained and capacity developed as appropriate
- There is recognition by other organisations that standards are being maintained and capacity developed as appropriate

#### HOW WILL WE MEASURE SUCCESS

- ✓ Successful periodic and annual monitoring reviews of SCQFP Approved CRBs
- ✓ Successful implementation of a model for review of all colleges actively credit rating
- ✓ A robust approval process to ensure that all new organisations becoming CRBs have appropriate quality assurance systems in place

#### ACTIVITY

- a) Carry out the robust approval process for any new CRB
- b) Ensure all CRB credit rating activities are robustly monitored and quality assured
- c) Provide a comprehensive set of information and guidance for potential and existing CRBs on the SCQF Quality Assurance Model
- d) Review and reflect on the blended review approach implemented during 20/21 and 21/22



## 2. Provide capacity building for all Credit Rating Bodies in credit rating for the SCQF to ensure they are recognised as high performing institutions supporting a range of learner journeys

### IMPACT

- There is an increase in number of programmes credit rated
- Increased engagement with colleges and universities to enable them to actively use the SCQF
- There is greater understanding of how the learner journey can be best planned and supported

### HOW WILL WE MEASURE SUCCESS

- ✓ A wider range of credit rated programmes on the SCQF offered by colleges and universities and other CRBs
- ✓ Positive feedback from institutions receiving training from SCQFP
- ✓ Colleges are more aware of and using the SCQF across a range of functions

### ACTIVITY

- a) Provide open and bespoke support as required to all CRBs including colleges and universities
- b) Enhance the College Ambassador programme by offering a project to promote the use of RPL
- c) Offer a funded project to colleges and universities to credit rate programmes previously offered online to support learners and/or staff
- d) Continue to support a project to explore a microcredential offer with colleges

## 3. Maintain and promote the SCQF Database as a central source for current information about SCQF credit rated programmes

### IMPACT

- There is a central resource on the SCQF website providing user friendly comprehensive information source on credit rated programmes in Scotland

### HOW WILL WE MEASURE SUCCESS

- ✓ Feedback from the Database User Group
- ✓ Increased information on credit rated programmes included
- ✓ Feedback on the usefulness of infographics

### ACTIVITY

- a) Provide support to CRB users of the database
- b) Review the database to ensure it continues to meet user needs and generates useful public information
- c) Explore options for sharing data with and from other organisations



#### 4. Support schools in developing a wider range of learning pathways through engagement with the SCQF School Ambassador programme

##### IMPACT

- Schools better understand the SCQF and ensure pupils and parents understand the parity of pathways
- Pupils are better supported and more learner journey opportunities are created through use of SCQF

##### HOW WILL WE MEASURE SUCCESS

- ✓ More schools becoming SCQF School Ambassadors
- ✓ An increase in the ongoing engagement of School Ambassadors
- ✓ A greater demand for support and resources, particularly around development of learning pathways

##### ACTIVITY

- Ensure local authorities are factored into our work with schools
- Continue to implement a phased strategy for recruitment and ongoing engagement of Schools Ambassadors
- Work with associated groups such as CLD to ensure schools are aware of the full range of qualifications and learning programmes available for young people



## 5. Ensure that the company functions effectively and efficiently

### IMPACT

- Funders have trust in the effective management of budgets
- The Board is able to provide the appropriate level of direction
- SCQFP is seen as an attractive employer
- SCQFP complies fully with governance and regulation requirements

### HOW WILL WE MEASURE SUCCESS

- ✓ Securing continuation of funding
- ✓ Recruit the best people for posts
- ✓ Feedback from employees and event attendees

### ACTIVITY

- a) Provide appropriate levels of support and information to ensure effective Board and committee decision making
- b) Provide a professional service to all of our workshops, seminars and events
- c) Ensure we continue to be a best practice employer
- d) Review current strategies to gain feedback from stakeholders and learners
- e) Provide support for the SCQF conference
- f) Continue to review approaches to a range of administrative functions to improve efficiency
- g) Provide the Board, funders and the budget holders with clear, accurate and timeous information on budgets and cashflow
- h) Ensure the wellbeing of staff is fully prioritised as well as ensuring they feel supported and empowered to deliver on their agreed outcomes



## Specific activities for 2021/22

### 6. Work with Scottish Government and Scottish Funding Council on specific policies and initiatives which would support the learning journey

#### IMPACT

- The learning journey for everyone in Scotland is underpinned by the SCQF
- Tools and methods are developed which support specific groups including employers, veterans and refugees to better plan learning journeys in order to fulfil individual potential
- There is an increased use of RPL and credit transfer to support a diverse range of learner pathways and journeys
- The activities will support the planned outcomes from a range of current Scottish Government and SFC policies and strategies

#### HOW WILL WE MEASURE SUCCESS

- ✓ Response from employers, veterans and service leavers to resources and outcomes of projects
- ✓ Engagement from colleges and universities on the work with employers, veterans and with refugees
- ✓ The sharing of stories and experiences of different learning journeys

#### ACTIVITY

- a) Implement any actions for the SCQFP resulting from Government and SFC strategies and look to maximise links and opportunities in this area
- b) Work with key stakeholders and partners to implement joint plans to support wider engagement with the SCQF
- c) Review and implement the strategy for future RPL activities and promotion taking into account key agencies' projects, policies and strategies
- d) Support the roll out of the RPL model for refugees and asylum seekers
- e) Identify and implement work to support the next set of priority areas for veterans
- f) Continue to promote tools, resources and campaigns for employers



## 7. Promote the SCQF as a tool to support lifelong learning

### IMPACT

- The SCQF is utilised across priority sectors to ensure opportunities for learning and progression are maximised for all
- Stakeholders have a greater understanding of the ways in which the SCQF can be used and the benefits engagement provides

### HOW WILL WE MEASURE SUCCESS

- ✓ Increased traffic to the SCQF website
- ✓ An increased number of followers, shares/likes/retweets on social media
- ✓ A wider variety of campaigns and joint partnership opportunities promoting the SCQF across different media
- ✓ Positive feedback from delegates attending SCQF workshops, webinars and the conference

### ACTIVITY

- a) Develop and implement detailed plans for PR, blogs and digital marketing
- b) Identify targeted opportunities for raising the profile of the SCQF and its uses to priority stakeholders
- c) Plan and run a conference which promotes the uses and benefits of the SCQF as a tool that supports lifelong learning

## 8. Promote the reputation of the SCQF internationally

### IMPACT

- Alternative methods of partnership working in Europe are identified post Brexit
- There is an increased profile among partners of the SCQFP of its international work and services
- The SCQF Partnership is invited to support QF development in other countries

### HOW WILL WE MEASURE SUCCESS

- ✓ Successful clarification of the post Brexit position on referencing to the EQF and use of logos
- ✓ Referencing to other NQFs is continued and potentially increased if mutually advantageous
- ✓ Successful completion of any overseas projects

### ACTIVITY

- a) Continue to identify key partners with a strong international presence
- b) Continue to promote SCQFP international services both to potential partners inside Scotland and beyond through online methods
- c) Continue to collaborate with all UK NQF owners on mutually agreed activities
- d) Seek clarification on use of the EQF and links to the EQF post Brexit
- e) Deliver any consultancy work as per individual contracts and tenders
- f) Explore potential referencing to other NQFs internationally and ensure the continued currency of existing referencing reports
- g) Development of online information packs on the SCQF for partners and other countries

[www.scqf.org.uk](http://www.scqf.org.uk)

A REGISTERED SCOTTISH CHARITY SC037958

scqf | SCOTLAND'S LIFELONG LEARNING FRAMEWORK



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