

Visit Summary

Centre No : V2317ES
Centre Name : MORRIS SERVICES LIMITED

Visit Date : 16/02/2010 Visit Type : VRQ
EV Name : B LOCKYER

1. Areas examined by the EV during the visit

Note : Evidence of satisfactory performance was seen in all areas examined, except where actions were raised (see accompanying Action Plan).

Delivery Staff

L HOLMES
A WILSON

Q A Staff

J MORRIS

Centre Criteria

- Staff have relevant experience and qualifications
- Staff development for the VRQ team has been considered
- The Centre has an effective Equal Opportunities Policy and Implementation Strategy and Appeals Procedures

2. Feedback

General Feedback

The purpose of the visit was to carry out a VRQ monitoring visit with DEI Certificate being audited. The meeting was hosted by J.Morris with L.Holmes and A.Wilson attending. The Centre details and remit were both checked and up to date. Forms ACF4 and Appendix A were both reviewed and updated where required. The next visit was agreed for 25/05/2010

Delivery Staff Feedback

Delivery staff L.Holmes and A.Wilson were interviewed during the visit and the online examination area and examination procedures were seen. Samples of lesson support material and practical tasks were available. Partially completed portfolios were reviewed and there was a clear indication of feedback to learners on practical tasks and written assessments. Good examples of tracking and assessment planning were seen

Q A Staff Feedback

J.Morris was interviewed and has the responsibility for the VRQ and QA records which were available for the qualification. Completed lesson observations were available and a sampling plan. It was noted that the terminology used for QA was Internal Verification. It was suggested that EAL model forms were used to prevent confusion.

Continued professional development action plans were seen for the delivery staff. The Centre was reminded that all portfolios needed to be retained by the centre for the next EV visit.

Centre Criteria Feedback

The Centre has yet to schedule an on line exam but the systems and use of IT equipment was demonstrated. The Centre is well resourced with excellent facilities, resources and worthwhile practical tasks. J.Morris and the team should be congratulated for the effort that has been put in.