



**ENABLE**

The Voluntary and Community Sector  
Learning and Skills Consortium

# **Recognition of Prior Learning Policy**

**Change History**

<b>First Published:</b>		03/05/2016	<b>Originally Created by:</b>	Accreditation Lead
<b>Person Responsible for Policy:</b>		Enable CEO		
<b>Date of Review</b>	<b>Reviewed by</b>	<b>Policy changes</b>	<b>Approved by</b>	<b>Date of next review</b>
19 Feb 2018	Standards Officer	Changes to job titles to reflect new organisational restructure.  Small changes to wording and referencing	Operations Manager	23 July 2018
13/09/2018	Standards Officer	No Changes	CEO	17/09/2019
17/08/2019	SMT	No Changes	CEO	17/08/2020
21/04/2020	SMT	No Changes	CEO	21/04/2021

**Strategic Commitment**

We aim to provide an assessment framework which provides all learners with the opportunity to achieve their full potential by the most appropriate and direct route. Our assessment policy is based on the concepts of equality, diversity, clarity, consistency and openness. We will endeavour to ensure that all our assessment processes are fair and non-discriminatory and recognise any relevant Prior Learning (RPL) that is valid and authentic.

**Policy**

Every learner taking a course through Enable and/or Enable's membership will have RPL assessed and verified fairly. This means that:

- Any RPL submitted will be checked to ensure it is Valid, Authentic, Sufficient and Reliable.
- Outcomes of RPL will be carried out by designated staff with the relevant levels of expertise.
- Units of credit will be RPL as a whole once relevance is confirmed.
- Any accepted RPL used against performance criteria and other significant elements of learning and assessment will be made clear at the outset of a course and when assignments are given.
- All RPL will be assessed. It will be planned and agreed with the learner.
- The outcomes will be recorded in the usual way and records maintained accordingly.
- If a learner disagrees with an RPL decision then they have the right to appeal, against an outcome, using the Appeals and Complaints procedure.

**Implementation**

1. The content and purpose of this policy will be discussed with all existing organisations and new organisations during their initial visit.
2. The policy will be displayed on Enable's website.
3. Learners are made aware of the existence of this policy through the induction process.
4. This policy is reviewed annually and may be revised in response to feedback from learners, tutors and/or membership organisations.

**Signed:** \_\_\_\_\_

**Position:** \_\_\_\_\_

POL-009

Date: \_\_\_\_\_

Original Date:	Amended: ..!..!	Approved by Managing Director:
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