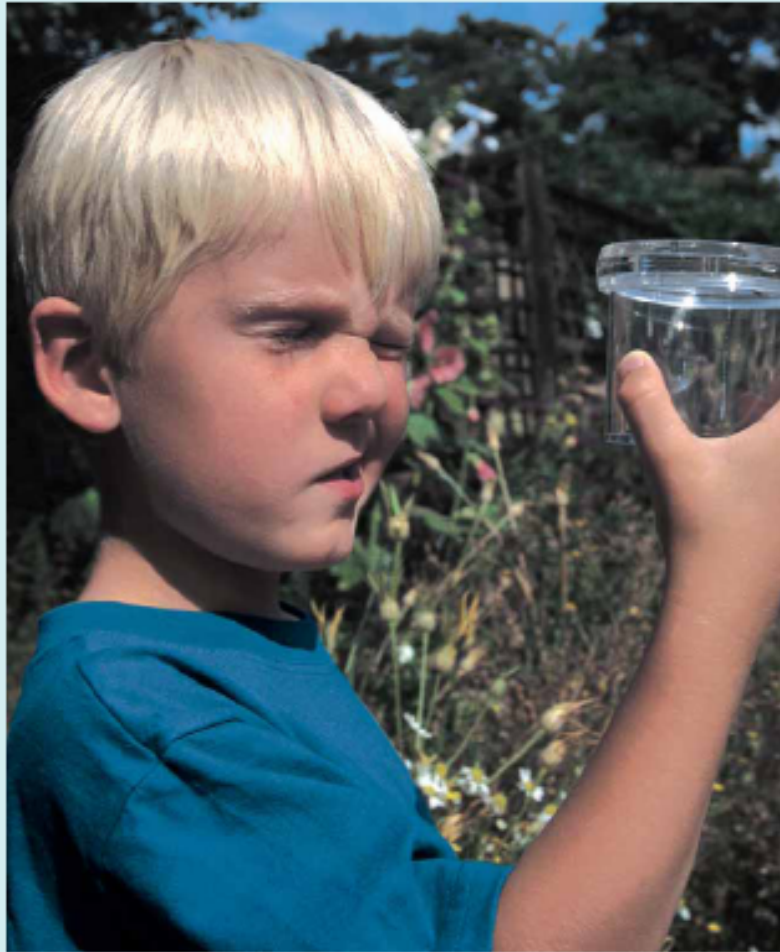


Learning Outside the Classroom
MANIFESTO



Learning Outside the Classroom

GEM Conference

5th September 2008

Peter Carne

department for
children, schools and families



FOUR key delivery measures ...

1. Council for Learning Outside the Classroom
2. Ofsted Thematic Survey (published 22nd September)
3. Out & About package (launch 2nd October)
 - 'How to' Guidance
 - CPD modules
4. LOtC Quality Badge scheme (launch 2nd October)
 - Quality indicators
 - Support package (available from November)





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LOtC Quality Badge - the two routes

The route providers take to achieve the Badge will be determined by the degree of risk management required to manage the activities offered. Providers will not be able to choose the route they take; it will be determined by the activities they offer.

Route 1 will involve setting up a new 'Code of Practice' for providers who offer activities that are deemed to have a lower requirement in terms of risk management.

This route will also include random quality assurance visits for providers who have signed up to the Code.

DCSF is working closely with partner organisations to set up an experienced team of quality assurance advisors to carry out these visits.

Route 2 will involve an external assessment for providers for activities that require a higher degree of risk management.

DCSF and PwC have nominated the 5 awarding bodies for each activity area to carry out these assessments.



Pre Visit Quality Indicators

1. The provider has a process in place to assist users to plan the learning experience effectively
 - a) offers guidance/information on OR agrees roles & responsibilities of the user & the provider;
 - b) captures OR agrees learning objectives;
 - c) offers a menu OR plans (where necessary) a tailored programme of work, with a purpose for each activity, linked to learning objectives;
 - d) takes into account, any equality, diversity & inclusion issues & needs;
 - e) offers guidance/information on OR agrees a process with user, for assessing learner progress during overall experience;
 - f) offers guidance/information on (could include resources/activities) OR discusses with the user preparation & follow up to the visit;
 - g) offers guidance/information on OR agrees with the user how the experience will be evaluated.



2. The provider provides accurate information about its offer

- a) ensures that any promotional/written materials provide an accurate description of amenities, facilities & services provided & contact details;
- b) has charging policies that state honestly the charges of the experience.



During the Visit Quality Indicators

3. The provider provides activities, experience or resources which meet learner needs
 - a) offers a variety of activities delivered through a range of teaching & learning styles;
 - b) equipment & materials are suitable for tasks/activities, the age & ability of the learners, & are current & in good working order;
 - c) makes good use of their location;
 - d) amenities, facilities & services are as described in promotional/written materials;
 - e) * staff are competent;
 - f) * there is a process in place for monitoring & evaluating the quality of their teaching/instruction.
* (where there are on site educational or instructional staff)



Post Visit quality indicators

4. The provider reviews experience & acts upon feedback
 - a) evaluates their own services;
 - b) gathers feedback from users (teachers & learners), including
 - whether what was agreed at the planning stage was delivered
 - whether learning objectives have been met;
 - c) has a process in place to change practices as a result of review, evaluation & feedback.



Organisational quality indicators

5. The provider meets the needs of users

- a) communicates effectively with users;
- b) essential written policies and procedures are reviewed, maintained & updated. This is undertaken on a regular basis & covers all venues & all activities;
- c) has a process in place to monitor the overall quality of provision across its site (or sites - if multiple sites) & makes changes where necessary.

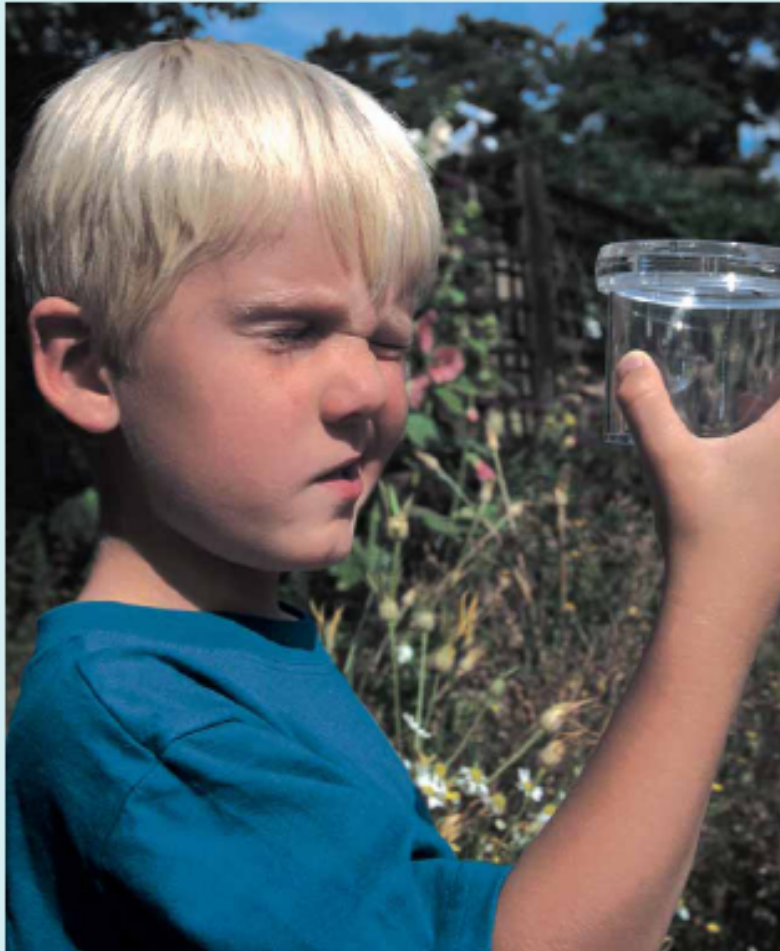


6. The provider has safety management processes in place to manage risk effectively

- a) has safety management procedures in place, (which are shared with users) so that risks are identified & appropriately managed;
- b) provider complies with all external regulation relating to them
e.g. Health & Safety at Work Act;
- a) has appropriate/agreed public liability insurance cover;
- b) has relevant safeguarding procedures in place
e.g. maintains Child Protection Standards & provides child secure venues.



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Email:

peter.carne@dcsf.gsi.gov.uk

Websites:

www.lotc.org.uk

www.lotcqualitybadge.org.uk

