



# SCQF PARTNERSHIP OPERATIONAL PLAN 2020-21





SCQF Levels	SQA Qualifications			Qualifications of Higher Education Institutions	SVQs/Apprenticeships
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 2020-21

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. The Framework supports all of Scotland's citizens, learning providers and employers by:

- helping people of all ages and circumstances to access appropriate education and training over their lifetime, so as to fulfil their personal, social and economic potential;
- providing a Framework which can support the aims of fair work and social justice by ensuring that it provides tools and resources which can recognise prior learning, support progression and improve social inclusion;
- enabling employers, learners and the public in general to understand:



## 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.

## THE SCOTTISH CREDIT AND QUALIFICATIONS FRAMEWORK PARTNERSHIP

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The SCQF is in the custody of, and managed by, the Scottish Credit and Qualifications Framework Partnership (SCQF Partnership). This is a company which has been formed to take the Framework to the next stage of implementation – that of:

ensuring that, where appropriate, all assessed learning and qualifications in Scotland are included on the Framework and extending the recognition of informal and non formal learning;

fully developing and promoting the Framework as a Lifelong Learning tool;

developing relationships with other frameworks internationally.

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. Scottish Government has observer status. All of those bodies represented on the Board have a significant interest and 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 identified those activities for 20-21 which best align with those strategic priorities and we have also worked to optimise synergies with the plans being developed by our partners. We have continued to take full account of the views of our partners and stakeholders as to the current context to ensure that we, along with others, are playing as full a part as possible in supporting the Government agenda. This means that our efforts this year will concentrate on delivering our objectives to continue to meet the planned outcomes of **Developing the Young Workforce**, and the **National Improvement Framework** whilst also supporting the **Curriculum for Excellence Review** and the **Learner Journey**.

## OUR VALUES

The Partnership's values are:



QUALITY



INTEGRITY



PARTNERSHIP



NEUTRALITY



INCLUSIVENESS



RESPECT

In delivering this plan we will seek at all times to work in ways which support these values.

# KEY ACTIVITIES FOR 2020-21

## 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 (CRBs) 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

- ❖ Carry out the robust approval process for any new CRB.
- ❖ Ensure all CRB credit rating activities are robustly monitored and quality assured.
- ❖ Provide a comprehensive set of information and guidance for potential and existing CRBs on the SCQF Quality Assurance Model.



## 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.
- CRBs are better equipped to support third party organisations.
- 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 the SCQFP.
- ✓ Colleges are more aware of and using the SCQF across a range of functions.

### ACTIVITY

- ❖ Provide open and bespoke support as required to all CRBs including colleges and universities.
- ❖ Showcase available resources, case studies and materials to CRBs and develop key messages that can be used by CRBs, particularly when working with third party organisations or promoting their credit rated programmes.
- ❖ Consolidate the College Ambassador programme and enhance the programme for existing College Ambassadors.
- ❖ Enable SCQFP Approved CRBs to establish a networking and support forum.
- ❖ Investigate opportunities for wider capacity building across all CRBs including universities and 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 usefulness of infographics.

### ACTIVITY

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





#### 4. Create greater engagement with the SCQF and its tools from employers

##### IMPACT

- Employers broaden their recruitment and better support their workforce through use of the SCQF in different ways.
- Employees are better supported and more learner journey opportunities are created through use of the SCQF.

##### HOW WILL WE MEASURE SUCCESS?

- ✓ More employer learning programmes credit rated onto the SCQF.
- ✓ An increased number of job advertisements using SCQF levels.
- ✓ Number of employers signing up to the Inclusive Recruiter campaign.

##### ACTIVITY

- ❖ Provide a range of benefits and offers to employers to use the SCQF.
- ❖ Continue to promote the Inclusive Recruiter campaign.
- ❖ Work with employer organisations and stakeholders to help promote SCQF to a wider audience.

## 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.
- The SCQFP is seen as an attractive employer.
- The 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 attendees.

### ACTIVITY

- ❖ Provide appropriate levels of support and information to ensure effective Board and Committee decision making.
- ❖ Provide a professional service to all of our workshops, seminars and events.
- ❖ Ensure we continue to be a best practice employer.
- ❖ Develop and implement strategies to gain feedback from stakeholders and learners.
- ❖ Provide support for the SCQF Partnership Conference.
- ❖ Consider digital approaches to a range of administrative functions to improve efficiency.
- ❖ Provide the Board and funders with clear, accurate and timeous information on budgets and cashflow.
- ❖ Ensure staff are efficiently managed and empowered to be innovative and forward thinking and to deliver all aspects of their projects effectively.
- ❖ Provide financial support to the team.



## SPECIFIC ACTIVITIES FOR 2020-21

### 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 16-24 year olds is underpinned by the SCQF.
- Tools and methods are developed which support specific groups including veterans and refugees to better plan their learning journey to fulfil their 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 the National Improvement Framework.

#### HOW WILL WE MEASURE SUCCESS?

- ✓ Response from veteran organisations to the outcomes of the project.
- ✓ Feedback from colleges and universities on the work with veterans and with refugees.
- ✓ An increase in the ongoing engagement of SCQF School Ambassadors.
- ✓ The sharing of stories and experiences of different learning journeys.

#### ACTIVITY

- ❖ Implement any actions for the SCQFP resulting from Government strategy and look to maximise links and opportunities in this area.
- ❖ Ensure local authorities are factored into our work.
- ❖ Work with stakeholders to implement joint plans to support wider engagement with the SCQF.
- ❖ Continue to support the development of the RPL model for refugees and asylum seekers.
- ❖ Implement the strategy for future RPL activities and promotions.
- ❖ Implement a phased strategy for recruitment and ongoing engagement of School Ambassadors.

### 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 promotions through media partners promoting the SCQF on websites and in other material.
- ✓ Positive feedback from delegates attending SCQF Partnership workshops, webinars and conference.

#### ACTIVITY

- ❖ Develop and implement a detailed plan for PR and digital marketing.
- ❖ Identify targeted opportunities for raising the profile of the SCQF and its uses to priority stakeholders.
- ❖ 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.
- SCQF Partnership is invited to support Qualifications Framework development in other countries.

### HOW WILL WE MEASURE SUCCESS?

- ✓ Increased number of study visits and information sessions carried out.
- ✓ Successful completion of any European funded projects subject to funding and legal issues post-Brexit.
- ✓ Successful completion of any other overseas projects.

### ACTIVITY

- ❖ Continue to identify key partners with a strong international presence.
- ❖ Continue to promote SCQFP international services both to potential partners inside Scotland and beyond.
- ❖ Continue to collaborate with all UK NCPs on mutually agreed activities.
- ❖ Complete existing European Funded project subject to funding and legal issues post-Brexit.
- ❖ Deliver any consultancy work as per individual contracts and tenders.

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A REGISTERED SCOTTISH CHARITY SC037958



scottish credit and  
qualifications framework

scqf | SCOTLAND'S LIFELONG LEARNING FRAMEWORK 