

QAN Number: 601/8032/8

NCFE Level 5 Diploma in Principles of Management and Leadership

Adaptation addendum

Qualification title(s)	NCFE Level 5 Diploma in Principles of Management and Leadership
Qualification reference number(s)	601/8032/8
Summary of changes	V1.0 - 22.02.21 Updates to assessment in line with some external assessments now being cancelled. The new version number is to reflect 2021 updated template layout to include a mapping section for further unit level adaptations. Previous version title 'AT 60140331 Management'.

Qualification adaptation

Qualification title & QN	NCFE Level 5 Diploma in Principles of Management and Leadership 601/8032/8
Existing rule of combination	To be awarded the Level 5 Diploma in Principles of Management and Leadership learners must achieve a minimum of 40 credits: <ul style="list-style-type: none">• a total of 10 credits from the mandatory unit in Group A• a minimum of 30 credits from the optional units in Group B. At least 35 credits must be at or above Level 5.
New rule of combination	To be awarded the Level 5 Diploma in Principles of Management and Leadership learners must achieve a minimum of 30 credits: <ul style="list-style-type: none">• a total of 10 credits from the mandatory unit in Group A• a minimum of 20 credits from the optional units in Group B. At least 25 credits must be at or above Level 5.

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Achievement of the overall qualification grade	Where the required number of optional units has been reduced, learners will be awarded an overall grade which reflects performance in units completed, subject to adapted rules of combination. Where a certificate is awarded this year, we will ensure that this is issued as normal and does not refer on the certificate that the result has been determined under the alternative regulatory arrangements.
UCAS Points	We continue to work with UCAS to ensure learners will not be disadvantaged to their peers, where units / learning outcomes may be removed/reduced, ensuring they can still achieve the required UCAS points for their qualifications to support progression to higher education.

Assessment adaptation

Assessment	Approach following autumn 2020 adaptations	Additional adaptations for 2020/21
	<i>What we require for this type of assessment at present, including flexibilities already introduced in autumn 2020.</i>	<i>The additional flexibilities and adaptations that will apply during 2020-21.</i>
Internal assessment: knowledge learning outcomes	<p>All relevant qualification content must still be delivered and assessment criteria met.</p> <p>We believe that the flexibilities which centres already have with respect to the types of evidence they may use to meet assessment criteria are sufficient to mitigate Covid-related risks.</p>	<p>Internal assessment should continue remotely, where relevant, for all students where possible. Where internal assessment continues, all previously communicated adaptations still apply.</p> <p>Where permitted by regulatory and sector body guidance we have changed and/or removed qualification content, and therefore related assessment requirement, to allow more learners to complete qualifications. This has only been done where possible without undermining the purpose and validity of the qualification.</p>
Competence based outcomes: Observation of competence via workplace or	All relevant qualification content must still be delivered and assessment criteria met. Valid and reliable evidence of learner competence is required for units with competence based assessment criteria.	Where the work placement is essential for occupational competency or licence to practice requirements, the relevant content must still be delivered, and assessment criteria met.

<p>mandatory work placement; essential e.g. due to licence to practice requirements in a given occupational area</p>	<p>Where possible assessor observation should be the primary source of evidence.</p> <p>Simulation can be used in place of actual work activity for all units where natural work evidence is unable to occur.</p> <p>As our existing guidance permits, to mitigate Covid-related challenges, we would encourage centres to consider, for example:</p> <ul style="list-style-type: none"> • using witness testimonies to confirm the observation of learner competence over time where direct observation is not possible • using observation of simulated activity to evidence the demonstration of competence where direct observation is not possible • how they might use alternative and / or digital solutions to gather and store evidence • carefully considering how you schedule teaching, learning and assessment activity during the year, recognising that you may not be able to access specialist facilities / equipment in all weeks. <p>You can find further advice and guidance on the preparation of portfolios of evidence here. We will also continue to offer remote EQA reviews and further guidance on how to prepare for this can be found here.</p>	<p>It is not possible to award qualifications safely, reliably, and validly if key occupational skills have not been demonstrated and assessed.</p> <p>We have undertaken a full review of all assessments within this category.</p> <p>We have worked with sector bodies, regulators and other Awarding Organisations to review whether the work placement must still be completed and if so the number of placement hours required. We have also looked at additional flexibilities around simulation and direct observation.</p> <p>We have outlined within this adaptation addendum where it is possible to adopt alternative assessments methods to demonstrate some of the requisite practical skills. These adaptations could include expert witness testimony, simulation or reflective work accounts. Where it is not possible to adapt the assessment and workplace demonstration is still required, we have made it clear in this adaptation addendum.</p> <p>Simulation can be used in place of actual work activity for all units within this qualification.</p> <p>Further guidance on permitted adaptations for work placements can be found in this section of the qualification adaptation addendum.</p>
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