

External Examiner Online Report A

CENTRE DETAILS & CERTIFICATION

REPORT DETAILS

Report Type	First Sampling
Centre Name	MACCLESFIELD COLLEGE
Centre Number	40517
Standards Verifier (EE) Name	MR E MACINTYRE
AA Number	900524
Has Been Submitted	Yes

VISIT DETAILS

Date Of Sampling	18/06/2015
Feedback Presented To	Rob Stocks
Designation	Curriculum Manager

PROGRAMME EVALUATION SUMMARY

Programme No.	Programme Title	No. of Reg.	Status
NNM95	SPORT (COACHING AND SPORTS DEVELOPMENT) (QCF)	7	Released

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SUMMARY OF ACTIONS**Action Points From Last Report****Summary of Essential Actions**

No essential actions raised by the external examiner.

Summary of Recommendations

No recommendations made by the external examiner.

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General Comments

Mention any points you may wish to make, including:

comments on administration; communication with the centre; access to material needed to carry out the external examination; and comments about how the centre is meeting the expectations of the QAA Code of Practice and addressing the Academic Infrastructure.

All administrative procedures in the college are robust. Communication with the centre, both in advance of the visit and on the day itself, was excellent. All materials were available for External Examiner audit and tracking. The centre is fully compliant with Pearson Higher National Requirements and the expectations of the QAA Code of practice.

Areas of Good Practice

Identify any areas of particularly good practice mentioned in other sections of this report.

1. The Moodle pages devised and used by the Sports Team.
2. The high levels of student support to aid progress and achievement.
3. The excellent learning and sports facilities on offer to students in the College.

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DETAILED COMMENTS

Management of Academic Standards

Comment on the presence of effective management procedures that are supported by appropriate systems and policies. Make specific reference to the management of any programmes run on a collaborative basis in other institutions.

Comment also on the operation of assessment meetings, including:

- the fairness and consistency of decisions
- the decision making process
- administrative support for the meetings
- the scope of the minutes of previous meetings
- the organisation and conduct of the meetings.

Although this is the first intake to this award, the College has a lot of previous experience in delivering higher education courses and sports related awards in particular. Accordingly, all the required management procedures and policies are in place and are subject to regular review.

Regular team meetings are held and all decisions and action points are minuted for future monitoring. This is an effective process and feeds up into annual review and other cross-college processes. A higher education self-evaluation document and action plan is produced for each academic year.

Student progress meetings are held regularly and these all culminate in Exam Boards to record decisions.

An audit by the External Examiner confirms that the management of academic standards is robust and fully compliant with Pearson and QAA requirements.

Effectiveness of Assessment Instruments

State, for each programme, whether the design and nature of the assessments permit the aims and learning objectives of the programme to be met and are of a standard appropriate to the qualification level.

The staff team has clearly taken a lot of time and care in designing assessments for the course. A common format is used which is helpful to both staff and students.

A range of methods and approaches is employed to reflect both the theoretical and practical aspects of the units. This allows the students to access the learning outcomes and grading criteria and to achieve their full potential. The Merit and Distinction generic descriptors have been appropriately contextualised by staff to facilitate students achieving these if able to.

All assessments have been internally verified prior to issue and suggestions for amendments made and implemented.

The assessment instruments are wholly fit for purpose and are set at the correct level and complexity for the award.

The External Examiner had a very productive discussion with staff team members on their ideas for reviewing and improving assessments for the coming year.

Maintenance and Audit of Records

State whether the procedure for maintaining and auditing assessment records is secure and effective.

All assessment records are kept in a secure and effective manner. Student grades are housed on the Markbook system and students have access to these. Individual student progress is monitored and discussed in tutorials. The system is fully compliant with Pearson requirements.

Registration and Certification Claims

Summarise the process for ensuring that student registration and certification is accurate and monitored effectively.

All student registrations are up to date and accurate. No claims for certification have yet been made, as this is the first year of the course. When these are required they will be done wholly in line with both College and Pearson requirements.

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Student Support and Review**Key areas to discuss include:**

- The assessment process, assessment feedback to students
- The quality of teaching, the expertise and experience of staff
- Physical resources and learning support for the programme
- Tutorial and pastoral support
- Opportunities for students to give feedback on their programme
- For HN programmes, summarise the views expressed by students, including favourable comments and any concerns raised
- Summary of discussions with staff

The assessment process is robust and is well conducted and monitored by staff. High quality feedback, in both formative and summative modes, is provided by all staff and this is greatly to the benefit of students.

Staff are well qualified in both an academic and vocational sense and student surveys and module evaluations speak highly of the quality of teaching which they receive from all the staff team.

Physical resources are excellent in the College. The new build has an excellent atmosphere. There is a first class Learning Resource Centre and a commercial fitness centre is state of the art, thereby giving students access to resources of the highest quality. The Moodle site is excellent and the sports team members have made excellent use of it for facilitating both teaching and student learning. Relevant course materials and such things as study skills guides are housed on the site.

Group and individual tutorials are held weekly to monitor student progress and draw up individual action plans.

Students have the chance to give feedback on their courses by cross-college surveys and end of module evaluations undertaken at team level. The comments received have been overwhelmingly positive, but any suggestions for improvement are minuted for future action and review.

The staff team has clearly done a lot of initial planning for delivering the course and continually reviewed practice throughout the year. The External Examiner had a useful discussion with the team members on their future ideas and plans.