

QUALITY ASSURANCE POLICY

FOREWORD

Freedom Foundation AP is a site for KS1 & KS2 Alternative Provision. They are referred to as Freedom Foundation AP/AP for the benefit of the students and this document.

1. AIMS

The role of the Quality Assurance Policy is to ensure all students receive the highest possible quality education throughout their time at Freedom Foundation AP. Through sharing, understanding, and applying standards and expectations, our quality assurance will help to raise standards and levels of consistency across staff.

Rigorous and robust quality assurance gives confidence in facilitators' judgements and provides assurances to students, parents/carers, and other stakeholders that all students receive appropriate recognition for their achievements in line with agreed national standards and are at least progressing in line with expectations.

The main tool for monitoring what is happening in the learning that takes place is the Quality Assurance (QA) that AP staff undertake. The QA serves to:

- Develop a deep understanding of teaching and learning within the AP
- Improve provision for students' learning, progress and achievement
- Ensure consistently high-quality learning experiences for all students
- Ensure that all students are given opportunities to realise achievable goals
- Develop a shared vision of every student enabled to meet or exceed high standards
- Assist in 'coaching' for improved practice
- Develop a learning community
- Aid reflection on professional practice
- Give new insights and understanding into AP improvement

2. EXAMINATIONS

Freedom Foundation AP will NOT be undertaking any examinations on the students. It is the responsibility of the Home School to examine the students and for their Quality Assurance to include the protocol and procedures for examinations within their Quality Assurance Policy. Therefore, this policy will not include information regarding examinations.

3. ROLES AND RESPONSIBILITIES

All AP staff have a responsibility for ensuring students receive an education of the highest quality whilst present at the AP; however, some AP staff have specific responsibilities for aspects of quality assurance as set out below. Freedom Foundation AP will hold an annual meeting with the SLT and senior AP staff to review the long-term improvement plan and set goals for development.

3.1 ADVISORY BOARD

The Advisory Board is expected to hold the AP to account for both its statutory and non-statutory obligations.

One purpose of quality assurance is to inform the Advisory Board about the performance of the AP and its strengths and weaknesses. This enables board members to participate fully in the strategic thinking and planning of the AP.

Board members are informed of the outcomes of quality assurance through regular reports to the full Advisory Board.

3.2 HEAD OF PROVISION

The head of provision:

- Has overall responsibility for the implementation of this policy
- Is accountable to the board for ensuring that all areas of the AP are engaged in systematic and rigorous quality assurance and self-evaluation
- Develops and oversees the long-term improvement plan in liaison with relevant stakeholders
- Evaluates relevant data including attendance and progress
- Holds appraisal and performance management meetings with members of AP staff (see Staff CPD and Performance Management Policy for further information)
- Holds regular meetings with AP staff members
- Creates an ethos that welcomes feedback from all staff

- Designates standards for lesson observations / learning walks, and ensures those who carry out observations are appropriately trained

3.3 FACILITATORS

Facilitators are responsible for:

- Monitoring the work of their area/s of responsibility and providing objective evidence for quality assurance purposes
- Are familiar with the long-term improvement plan and implement any designated actions
- Continual day-to-day reflection on the effectiveness of their own professional practice
- Identify areas of personal development as part of the appraisal process and taking action (with the support of management) to achieve these goals
- Evaluation of relevant data
- Attending and engage with relevant staff meetings
- Feedback to senior staff constructively, with a focus on improvement

4. EQUALITIES

All AP staff must ensure that they meet the requirements of any equality legislation.

Freedom Foundation AP will comply with the legislation, including making reasonable adjustments to the service that we provide to students, in accordance with the requirements defined by the legislation.

5. SELF-EVALUATION

Self-evaluation processes enable Freedom Foundation AP to gain knowledge of current strengths, as well as highlighting areas for further development. We are committed to developing strategies and structures that support staff to develop their skills and knowledge, and continuously improve teaching, learning and high-quality educational provision.

Our commitment to review and evaluation all practices enables us to constantly monitor the quality and relevance of

support, training and continued professional development (CPD). CPD should always be focussed on improving the quality of provision at Freedom Foundation AP. See 'Staff CPD and Performance Management Policy' for further information.

Quality assurance and self-evaluation procedures will operate at an individual, team and whole AP level and will always frame review processes within a simple structure:

- How well am I / we doing?
- How much do I / we know?
- What are my / our strengths or weaknesses?
- What should I / we do to improve?

6. QUALITY ASSURANCE FOCUSES

Quality assurance at Freedom Foundation AP focuses on ensuring that:

- The commissioned provision meets the educational and SEMH needs of each student
- The premises are fit for purpose
- Health and safety arrangements are of an appropriate standard
- Teaching and learning are of a high standard
- Suitable resources and teaching materials are available
- Teaching encourages students to develop independence
- Behaviour management is strong
- Attendance recording and reporting are robust
- Tracking and reporting on progress are robust
- Suitable accreditation and other outcomes are on offer
- Due attention is paid to reintegration

How we will go about ensuring these focuses are met:

Focus	Internal QU Measures	External QA Measures	Outcome
The commissioned provision meets the educational and SEMH needs of each student	Regular reviews of IEP to be determined at onset of commission	Regular meetings / contact with parents, commissioning school and external agencies to evaluate efficacy of provision package	Changes to be made to provision package as agreed necessary
The premises are fit for purpose	Environmental improvements to be identified and prioritised termly	Annual compliance check against statutory H&S (including fire safety) regulations	Fixtures, fittings and displays to be updated as necessary in line with the needs of the students and resources available
Health and safety arrangements are of an appropriate standard	Half-termly walkaround by Head of Provision to identify potential H&S issues		H&S issues to be resolved in a timely manner
Teaching and learning are of a high standard	Regular learning walks and book looks	External educational agency inspection as appropriate	Targeted CPD to focus on strengths and improve areas of development for individuals and as a provision
Suitable resources and teaching materials are available			
Teaching encourages students to develop independence			
Behaviour management is strong			
Attendance recording and reporting are robust	Head of provision to perform spot-checks on accuracy of reporting		Relevant CPD and support implemented as well as changes to policy and operating systems where necessary
Tracking and reporting on progress are robust			
Suitable accreditation and other outcomes are on offer	Annual evaluation based on student data as part of the long-term improvement plan		Implementation of new accreditations / courses as necessary
Due attention is paid to reintegration	Regular review of reintegration goals set at onset of placement	Evaluation of record by local authorities	Continuous improvement of reintegration plans and support

REVIEW

Freedom Foundation AP keep this policy under regular review:

Review of this policy: April 2025

Next review date: April 2026

Reviewed by: Laura Grant

Position/role: Director of Freedom Foundation