

## QQI Inaugural Review of Quality Assurance in Education and Training Boards

### Introduction to the Extension of Scope of Provision Process

Approved scope of provision is a way of describing a provider’s range of programmes in terms of sector, award types, programme types, jurisdictional coverage and mode of delivery. The scope of provision is set initially when the provider’s institutional capacity and quality assurance are approved by QQI but, for providers already approved, may be extended subsequently through a focused evaluation specific to the type of extension sought. As set out in QQI’s Policy on Provider Approval, a provider whose quality assurance procedures have previously been approved for a specified set of programme types, can apply to extend its approved scope of provision by demonstrating that it has the capacity, resources and quality assurance procedures appropriate to the desired scope. QQI will evaluate any such application and will decide on approval. If the application is approved and the provider’s scope of provision is extended, that will enable the provider to make subsequent applications for validation within the new scope.

Key to any extension of scope is the relevant set of QQI quality assurance guidelines. The provider must show that its quality assurance procedures have regard to the guidelines and that it has the resources required – human, technological and other, to implement those procedures. QQI’s QA Guidelines, for Providers of Blended and Fully Online Programmes was published in 2023. They are intended to enable providers to assure the quality of design, development, delivery and assessment of programmes that learners engage with, partly or fully online.

The provider’s role is to set out its desired scope of provision and how it has used the QA guidelines to update and extend its already approved quality assurance procedures. QQI’s role is to evaluate that proposal using independent expertise and make an approval decision based on that evaluation.

### WWETB’s Project Schedule

Review Activity	Start	Estimated Duration
Gap Analysis and Self-Evaluation Process WWETB	January 2025	8-10 months
Action Plan submission	31 <sup>st</sup> January 2025	-
Submission of application to QQI	Quarter 4 2025	-
QQI Approval Panel	TBC	-
QQI Published Review Findings	TBC	-

### **Terms of Reference – Blended Learning Steering Group (SESG)**

It is recommended that the WWETB will form an advisory and consultative Blended Learning Steering Group that would provide the following general functions:

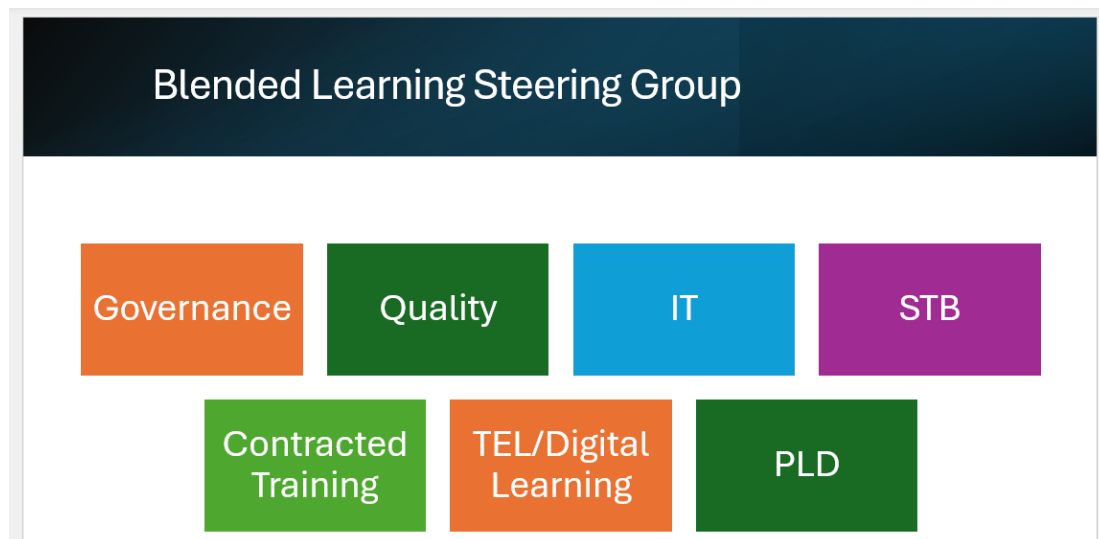
- Assist and advise in the coordination and development of the gap analysis, self-evaluation, strategy and application
- Monitor progress and ensure work is completed by stakeholders
- Oversee the production and submission of WWETB’s Gap Analysis, Self Evaluation, FET Blended Learning Strategy and Extension of Scope of Provision application to QQI
- Participate in the QQI Approval Panel as appropriate
- Support the WWETB Quality Manager in the decision-making processes associated with the development of the Extension of Scope of Provision application to QQI
- Act as the main governance and approval body for tasks associated with the project

Final decision-making responsibility regarding the application process lies with the WWETB Quality Manager and the FET Director.

The Steering Group for WWETB’s Gap Analysis, Self Evaluation, Strategy Development and ensuing Application will be made up of representatives of the key-stakeholder groups associated with the FET business of WWETB. The group will provide input that will help develop and realise WWETB’s process and application to QQI in Q4 2025. The vehicle for this input will be by way of a series of meetings at which all appointed Steering Group members will convene.

The meetings will be chaired by WWETB’s Director of FET. At these meetings, Steering Group members will be briefed on the overall project status by WWETB’s Quality Team and will be afforded the opportunity to contribute thoughts, ideas and opinions on the direction and process of self-evaluation activity that will take place throughout 2025. They will also act as a voice for the stakeholder group they represent and may be consulted on that basis during these meetings.

**Proposed makeup of Blended Learning Steering Group**





**wwetb**

Bord Oideachais agus Oiliúna  
Phort Láirge agus Loch Garman  
Waterford and Wexford  
Education and Training Board

### Proposed make-up of WWETB Blended Learning Steering Group

Area	#	Name	Role/Representing
<b>Governance</b>	1	Lindsay Malone (Chair)	FET Director (BLSG Chair)
<b>Governance</b>	2	Alan Quirke	OSD Director
<b>Quality</b>	3	Alan O'Gorman	AEO / Quality Manager
	4	Alan Larkin	AEO / Quality Manager
	5	Colin McCarthy	Training Standard Officer
	6	Jean Rawson	FET Blended Learning Support
<b>IT</b>	7	John Carlin	IT Manager
<b>Services To Business</b>	8	Trevor Sinnott	STB Manager
<b>Contracted Training</b>	9	Nichola Long	Contract Training Manager
<b>Digital Learning</b>	10	Fiona Dee	Digital Learning Coordinator
<b>PLD</b>	11	Suzanne Doyle	APO with responsibility for PLD
Teaching & Learning		TBC	
Learner		TBC	
External		TBC	

### Schedule for Blended Learning Steering Group Meetings

It is proposed that the Steering Group will meet approximately every four six weeks initially;

Proposed dates;

- December 2024 - initial meeting of BLSG
- January 27<sup>th</sup> 2025 – meeting to approve submission of Action Plan
- Further meeting dates TBC