
Overview

This standard is about evaluating family learning provision and planning/implementing quality improvements.

Performance criteria

You must be able to:

1. identify the purpose and scope of the evaluation
2. identify quality requirements and appropriate measures of performance
3. identify methods for monitoring, and collecting, managing and analysing data
4. collect and analyse data according to identified monitoring procedures
5. identify strengths and areas for improvement
6. evaluate own contribution to working within quality systems
7. ensure that potential improvements are realistic and achievable
8. work with others to plan and implement improvements to learning and development
9. monitor and evaluate the impact of improvements

Knowledge and understanding

You need to know and understand:

1. the organisational, legal and professional requirements that should be followed when planning family learning programmes
2. the key concepts and principles of quality assurance and continuous improvement
3. the quality requirements appropriate to own work context and work role
4. how to research and keep up to date with quality requirements relevant to learning and development
5. industry recognised standards relevant to family learning and the processes and activities which deliver excellence in the work context being evaluated
6. how to identify performance indicators relevant to the area being evaluated
7. how to set realistic targets, the contribution that targets can make to evaluation processes and the drawbacks associated with target driven work
8. the strengths and weaknesses of different monitoring and information collection methods and how to develop and administer these methods
9. the range, amount and frequency of data, qualitative and quantitative, that needs to be collected and analysed to give valid information about quality
10. the contribution that technology can make to the monitoring and evaluation process
11. the principles of information management and how to establish systems for the monitoring and management of qualitative and quantitative data
12. processes, procedures and methods involved in data analysis and interpretation
13. what to monitor for specific purposes and how to record and store it
14. how to contribute to self-assessment and evaluation processes
15. the role and functions of individuals and teams in improving quality and raising standards
16. the importance of involving learners in quality improvement
17. how to encourage learners to contribute to evaluation of learning
18. the impact of the wider learning environment on the learner experience
19. how to use feedback to develop own practice specific to the relevant quality systems
20. how to act on the outcomes of quality assurance, including evaluation
21. how to contribute to quality improvement plans

- 22. how to work with those involved in the learning process to influence and implement quality improvement
- 23. the confidentiality and data protection legislation relevant to the collection and storage of information in learning and development
- 24. issues related to equality and diversity and that may affect evaluation and improvement to provision, and how to address these

Glossary

Family

Family includes any person who has parental responsibility for a child and any other person with whom the child has been living. Each family is unique and can include parents, carers, guardians, grandparents, other relatives, chosen family and of course, children and young people.

Technology

This refers to both hardware and online tools/apps which can be used in the communication (including social media) and practice.

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