

1st4sport Qualifications Position Statement

Recognition of Prior Learning (RPL)

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Scope

This position statement will provide guidance regarding the Recognition of Prior Learning (RPL) and the process that recognised centres should have in place to allow learners to apply for recognition of prior learning for a qualification. It applies to 1st4sport staff, external quality assurers, recognised centres, learners and relevant third parties.

This Position Statement should be read in conjunction with the 1st4sport Qualifications Scope of Recognition Statement¹.

Objective

The objective of this position statement is to specify the process that learners need to follow to apply for recognition of prior learning. It covers the following areas:

- Definition of Recognition of Prior Learning
- Recognised centre process for assessing an application for RPL
- Guidance on the assessment of an application for RPL

Definition

The Recognition of Prior Learning is defined by 1st4sport Qualifications as:

A method of assessment that considers whether a learner can demonstrate that they can meet the assessment requirements for a unit through knowledge, understanding or skills they already possess and do not need to develop through a course of learning.

The eligibility of learners to apply for RPL for a specific 1st4sport qualification is detailed within the qualification handbook for that qualification under QCON 2.4.

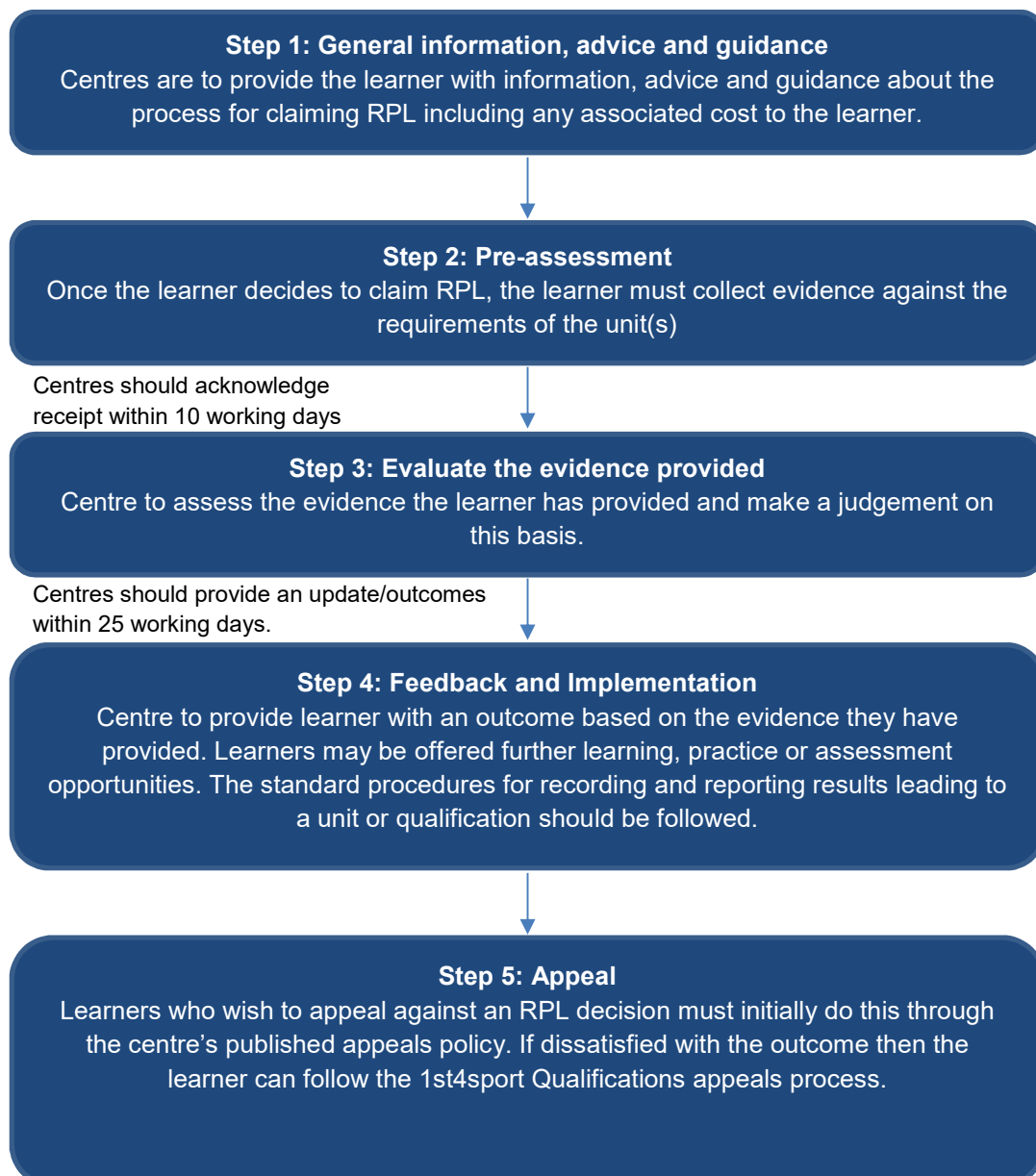
Note: some qualifications, due to the nature of the learning required, do not permit any form of RPL.

¹ This can be found on the 1st4sport Qualifications website – www.1st4sportqualifications.com – in the 'About us' section.

Recognised Centre Process for assessing an application for RPL

All centres and organisations offering qualifications should be aware of RPL. Where recognised centres offer RPL they must have a written RPL policy in place which has been approved by 1st4sport Qualifications prior to implementation. Any subsequent changes to this policy must also be approved by 1st4sport.

If a learner applies to a centre to be considered for RPL the centre should follow the process detailed below.



Guidance for the assessment of an application for RPL

Recognised centres are likely to charge the learner for assessment of RPL evidence. It is the centre's responsibility to make the learner aware of the cost, and that the outcome of the assessment may identify that the evidence does not meet the learning outcomes of the unit/qualification.

1st4sport Qualifications requires all recognised centres who offer their learner's access to RPL to ensure that:

- recognised centres have a written RPL policy in place that has been approved by 1st4sport prior to implementation.
- learners are registered as soon as they formally start to gather evidence.
- learners are provided with the full information about the qualification, its units and assessment requirements and a standardised means of recording their evidence (usually via a 1st4sport Learner Pack).
- records of assessment (including RPL) are maintained, as for any other unit/qualification.
- all relevant evidence is assessed before assessment decisions are confirmed.
- certification and claims for RPL are made according to normal procedures.
- the recognised centre has designated personnel, with the appropriate expertise, to support and quality assure the RPL process.
- any changes to the written RPL policy are notified to 1st4sport so that approval of the policy can be maintained.

Assessment of RPL evidence must ensure that the evidence assessed is:

Valid	Addresses the elements and performance criteria. Reflects the skills, knowledge and context described in the qualification specification.
Authentic	Confirmed as the work of the learner. Can be verified as genuine.
Current	Demonstrates the learner's current skills and knowledge. Complies with current standards.
Sufficient	Demonstrates competence over a period of time. Demonstrates competence that is able to be repeated. Complies with language, literacy and numeracy levels which match - those required by the qualification/unit.

Version control

Version number	Date	Comments
V1	May 2012	New Document
V2	July 2014	Document Review
V3	November 2017	Full review of document contents
V4	July 2019	Review of document. Clarification of the process and the requirement to have a written RPL policy in place and approved by 1st4sport before implementation.