

#### Agenda

14:00 - 16:30

- 1. The ILR, business rules and technical specification
- 2. Funding and monitoring (FAM) reports
- 3. The QAR reports on the ESFA's View Your Education Data portal
- 4. National achievement rate tables, and how best to use them
- 5. The new transparency data tables for 'apprenticeship standards delays'
- 6. Set and report on stretching QAR targets and benchmarks
- 7. Use your achievement rates in annual Self-Assessment Report
- 8. Use your achievement rates when preparing and talking to Ofsted
- 9. Use your achievement rates in marketing
- 10. Preparing for the future and how performance data could change

Note: The term 'success rate' was scrapped in 2014 and replaced with 'achievement rate'.

All 73 slides will be sent to attendees after the webinar

#### Warning

Technical training



ESFA: "The apprenticeship qualification achievement rate (QAR) is a measure of the quality of the apprenticeship programmes that a provider delivered in a funding year.

"We use QARs in the National Achievement Rate Tables (NARTs) to show apprentices and employers the relative quality of provision. Ofsted also use them as part of their inspection process."

Focus today on 2018/19 apprenticeship rates

Provider type	Cohort	Achievement rate
General FE and Tertiary College	98,380	66.7%
Other Public Funded	25,260	72.7%
Private Sector Public Funded	168,190	62.2%
Schools	150	86.9%
Sixth Form College	1,390	59.9%
Specialist College	2,890	69%
All Institution Type	296,260	64.7%

Less than 2/3 retained AND passed (achieved)

This 'expert' webinar for apprenticeship providers about understanding, improving and using achievement rate information



#### Achievement rates - the easy calculation Number **ACHIEVED** in cohort Achievement % TOTAL FUNDED COHORT where hybrid-end year is 2018/19 (1 August 2017 to 31 July 2018) But ESFA calculation in reality relies on multiple data files and complex set of data variable 2017/2018 R14 Single ILR standard files 2014/2015 R14 2018/2019 R14 2019/2020 R04 2015/2016 R14 2016/2017 R14 Single ILR standard files Single ILR standard files Single ILR standard files Single ILR standard files Identify apprenticeships.

#### QAR business rules

"This document outlines the highlevel business rules that explain how we calculate the qualification achievement rates (QAR) for the 2018 to 2019 funding year (1 August 2018 to 31 July 2019)"

"We will produce the summary data and data extract three times a year. These will be an in-year release based on R10 data, a provisional QAR in January 2020 (following the R04 submission and time to process the data) and a final QAR on 26 March 2020. The provisional QAR enables you to check your data and ensure that we have applied our published methodology correctly. We will share the final QARs with Ofsted."



https://www.gov.uk/government/publications/qua lification-achievement-rates-qar-2018-to-2019

#### **QAR** specification

"This document provides technical information about how we process information provided in the Individualised Learner Record (ILR) data collection to produce the qualification achievement rates (QAR) dataset."

"The apprenticeship QAR methodology has two measures - the 'overall' QAR and the 'timely' QAR"

To decide which year's QAR data a learner's data is included in, the ESFA creates a 'hybrid end year', which is the latter of:

- > the achievement year of an apprenticeship
- > the actual end year of an apprenticeship
- > the planned end year of an apprenticeship
- > the reporting year

Education & Skills Funding Agency

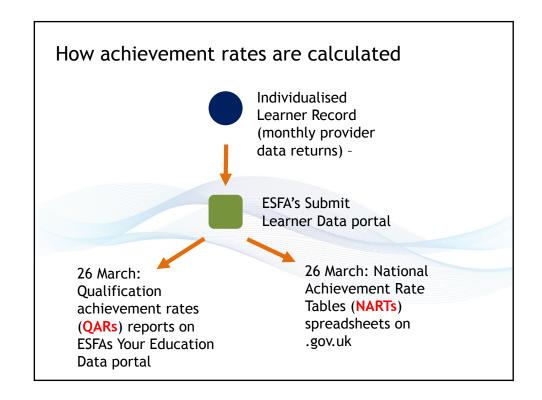
Apprenticeship qualification achievement rates technical specification 2018 to 2019

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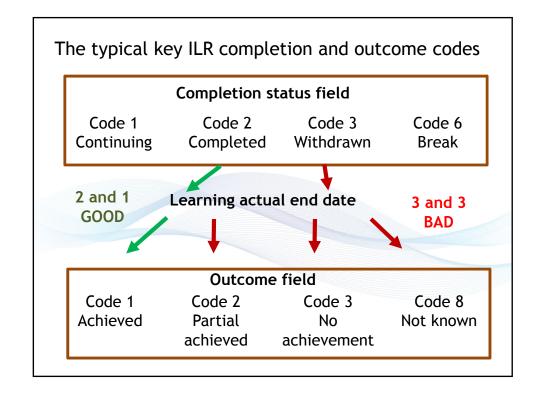
Version 3: January 2020

pages

https://www.gov.uk/government/publications/qua lification-achievement-rates-qar-2018-to-2019



#### The ILR - key fields for QAR > UKPRN Specification of the Individualised Learner > Learner reference number Record for 2018 to 2019 > Learning aim reference > Learning start date > Learning planned end date 228 > Funding model pages > Aim and prog/type codes > Completion status https://www.gov.uk/government/publications/ilr-specification-validation-rules-and-appendices-2018-to-2019 > Learning actual end date > Withdrawal reason (for some exemptions) > Outcome Note: changes to use of end and achievement dates for 2019/20. More on that later



#### Excluded for not meeting minimum duration

For an apprentice to be included in achievement data they would have needed to generate some funding

They would therefore have needed to attended for the minimum duration, as per ILR start and actual end date

Minimum duration is 42 calendar days (equivalent to 6 weeks) based on ILR data

#### Other exclusions include:

- > Apprenticeships with no ESFA funding
- > Transfer to a new provider after ESFA intervention or merger
- > Apprenticeship standards with a learning start date before the effective from date of the aim in LARS

Full list in the QAR specification doc

#### Breaks in learning and importance of R04

Aims where the learner is on a planned break (with a Completion status of 6 'Learner has temporarily withdrawn from the aim due to an agreed break in learning), are treated as a withdrawal for the overall methodology where either of these apply:

- they do not have a corresponding restart record in the same funding year
- they do not have a corresponding restart record in the following funding year
- ➢ if the planned break was recorded in the ILR R14
  return for funding year 2017 to 2018, they do not have
  a corresponding restart record in the R04 ILR return of
  the funding year 2019 to 2020

#### Timely achievement (frameworks only)

Timely QAR for 2018/19 in based on the planned end year (1 August 2017 to 31 July 2018) of an apprenticeship framework. The ESFA does not calculate the timely QAR for apprenticeship standards.

In timely QARs, the ESFA count an apprenticeship as achieved if the achievement date is:

- > on or before the planned end date
- > no more than **90 days** after the planned end date

Timely achievement typically helps identify problems with initial assessment as course taking longer than planned (Ofsted may refer to it)

#### Importance of matching ILRs over multiple years

"As we base apprenticeship QARs on the programme aim's planned end date, we merge the ILR files from all years to identify all the programme aims that are planned to be completed in the years being reported on"

"We use various combinations of variables to ensure that we match the correct programme aims. The UKPRN, Learner reference number, Programme type and Framework code or Standard code are matched together with the following combinations, in the following sequence:"

- Learning start date, Learning planned end date and Learning actual end date
- Learning start date and Learning planned end date
- · Learning start date and Learning actual end date
- Learning start date

### Mismatching ILR means not removed, but non-achieved (withdrawn) apprentices

We treat learning aims as withdrawals for the overall QAR methodology where they:

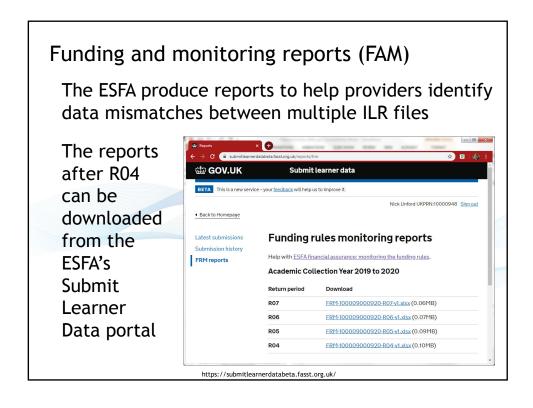
- a have a 'Completion status' of 1 ('Learner continuing or intending to continue the learning activities leading to the learning aim') in the final R14 ILR return for a funding year AND.
- b do not have a corresponding record in the following funding year

Where this occurs, we will set the reporting year as the year after the last submitted file containing the learning aim.

For example, an aim with a 'Learning planned end date' of June 2018 and a 'Completion status' of 1 ('Learner continuing or intending to continue the learning activities leading to the learning aim') recorded in the R14 ILR in 2017 to 2018, and does not appear in the R14 ILR in 2018 to 2019, will be a withdrawal in the 2018 to 2019 year.

Funding and monitoring reports can help avoid this





#### Funding and monitoring reports (FRM04 and 05) Area (all policy areas) Policy rules and guidance Guidance from the provider support manual states: If an aim that was recorded as complete in the previous year's R14 ILR file and continues to be returned in the current year, then the 'Learning actual end date' must not be changed. If a learner undertakes a learning aim, finishes learning, takes the final assessment and fails, then you Changes to the 'Actual should close this aim and record it as 'not achieved' (Outcome code 3). Where you later identify this learner as needing further support or additional learning to pass the assessment, then a new learning aim should be recorded as a restart with a 'Funding adjustment for prior learning' to account for the new learning required to pass the resit. You must not amend the original, closed learning aim. For learners who were incorrectly reported as completed at R14, and are continuing their studies in the current year, please contact the service desk. Guidance from the provider support manual states: This data should only be changed when it is identified as incorrect due to administrative errors. The Learning planned end date must not be changed to take into account a revised planned end date due to a change in circumstances such as illness, slow progress or unemployment. Changes in the 'Learning If the planned end date is after 1 August of the current fudnign year, record the learning as a transfer (withdrawal reason = 40) with a learning actual end date of 1 August. Record a new learning aim with a FRM05 planned end date etween funding years learning start date of 2 August of the current year and the correct Learning planned end date. This new aim must be flagged as a restart with a funding adjustment for prior learning. If the planned end date is identified as being incorrect, and the correct date is prior to 1st August of the current year, this data error cannot be corrected https://www.gov.uk/guidance/esfa-financial-assurance-monitoring-the-funding-rules

### Funding and monitoring reports (FRM06 and 07)

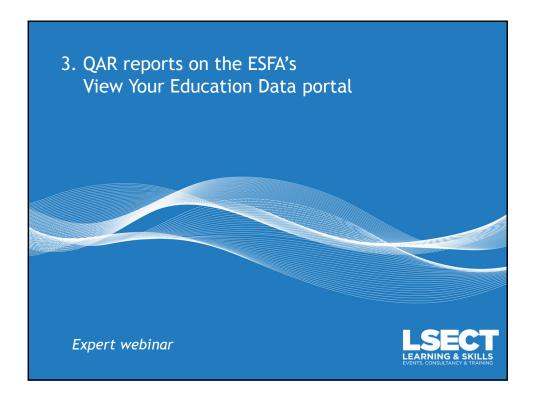
No.	Area (all policy areas)	Policy rules and guidance
FRM06	Continuing learners from 2018 to 2019 who do not appear in the 2019 to 2020 ILR	This report does not identify any issues with funding; although you will not be claiming funding in the current funding year if the learner is still learning and has not passed their planned end date.  Guidance from the QAR business rules states:  We treat learning aims as withdrawals for the overall QAR methodology where they have a completion status of 1 ('Learner continuing or intending to continue the learning activities leading to the learning aim') in the final R14 ILR return for a funding year and do not have a corresponding record in the following funding funding the following funding the following funding the following funding the following funding the support manual states:  The ILR must include aims which were recorded in the 2018 to 2019 ILR as continuing in the 2018 to 2019 ILR; these have a Completion status = 1 and the Learning actual end date is null in the 2018 to 2019 ILR.
FRM07	Breaks in learning where the learning is not re- planned when the learner returns	Guidance from the provider support manual states:  When a learner returns from a break in learning, you record a new planned end date along with a 'Funding adjustment for prior learning' that reflects the proportion of the learning aim still to be delivered.  Apprenticeships The main provider must re-plan the delivery and agree a revised price, if required, with the employer when the apprentice resumes learning. This must be entered on the ILR.  Adult education budget and advanced learner loans  When the learner returns to learning, you must re-plan and extend the remaining delivery as required.

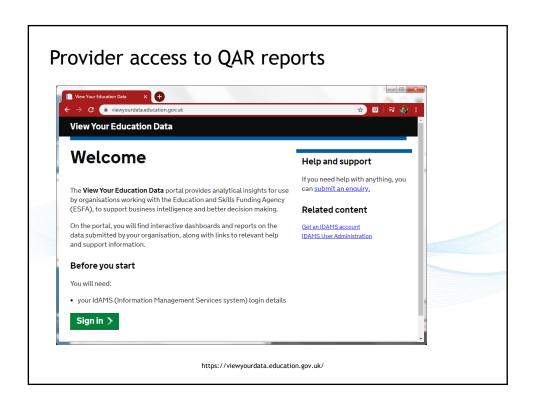
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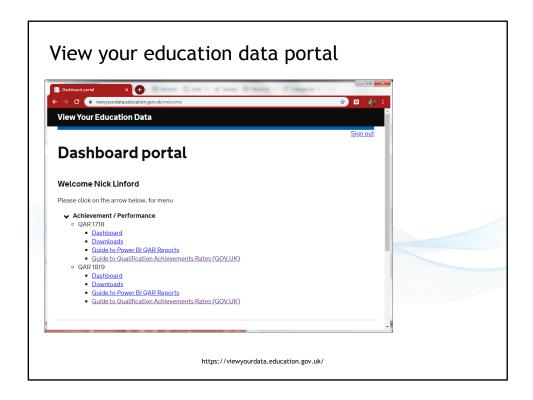
## Funding and monitoring reports (FRM08 and 09)

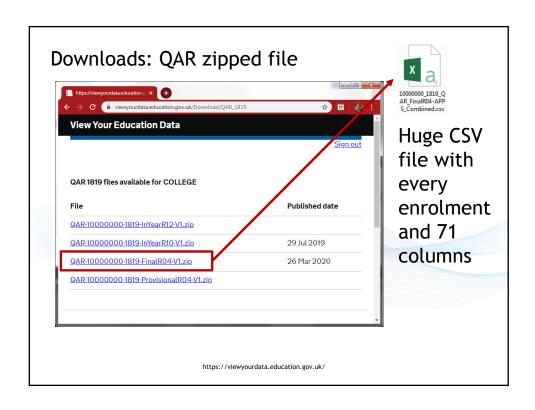
No.	Area (all policy areas)	Policy rules and guidance
FRM08	Breaks in learning which exceed 12 months/365 days	Guidance from the QAR business rules states: We treat learning aims as withdrawals for the overall QAR methodology where they have a completion status of 6 and where either:      They do not have a corresponding restart record in the same funding year or in the following two funding years or;     The planned break recorded in the R14 ILR return for 2018 to 2019 has no corresponding restart record in the R04 ILR return of 2019 to 2020.  Adult education budget You must have evidence that the learner agrees to return and continue with the same learning aim; otherwise, you must report the learner as withdrawn.  Apprenticeships The apprentice may take a break in learning where they plan to return to the same apprenticeship programme and you have agreed this with the employer.
FRM09	Transferred learners with no new learning recorded in the ILR	Guidance from the QAR business rules states: The following exclusions apply to all QAR, pass and retention rates:  • Where a learner transferred to a different programme or learning aim within the same provider.  • Where a learner transferred to a new provider following our intervention or from the Department for Education.  If a learner transfers to another programme or learning aim after the funding qualifying period, then the original learning aim record(s) will need to be closed and new learning aim(s) added.

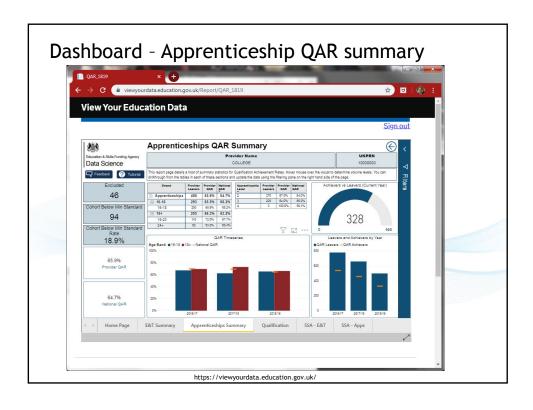
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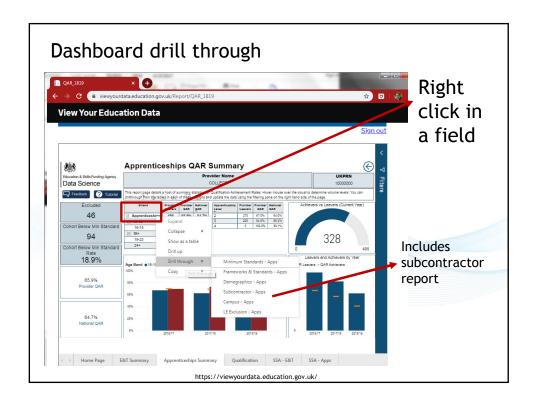


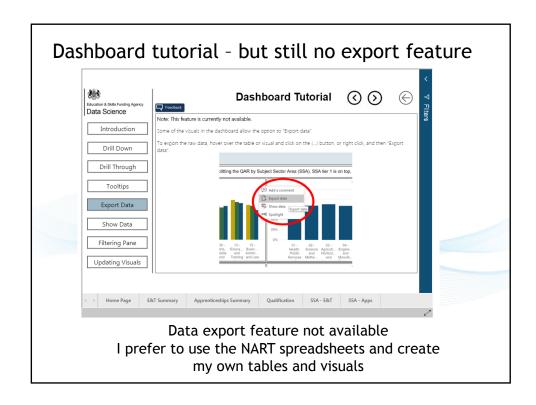


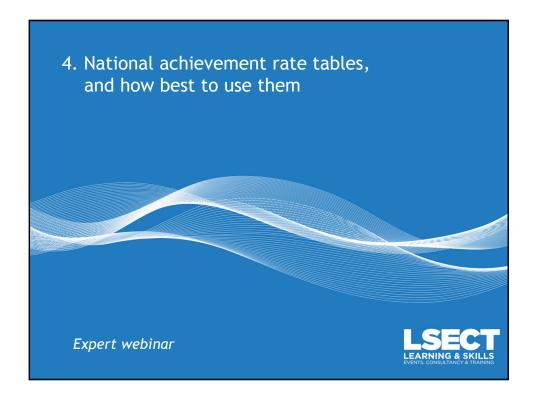


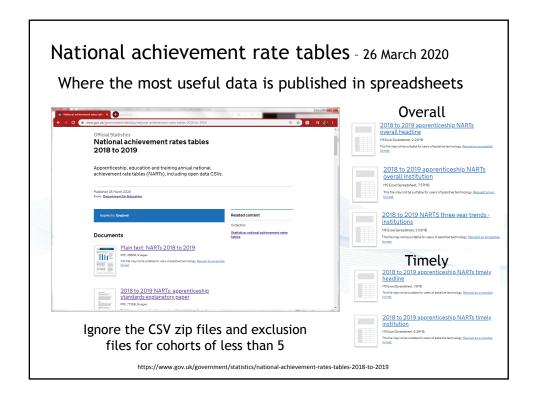


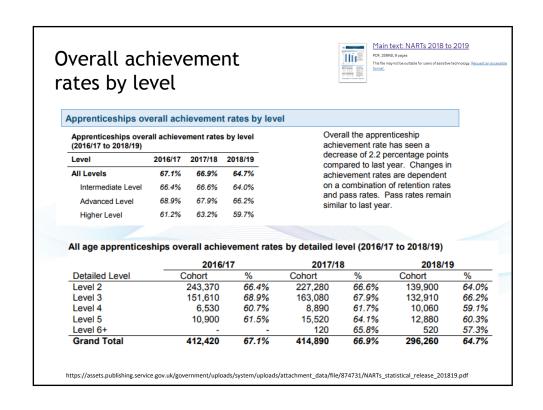


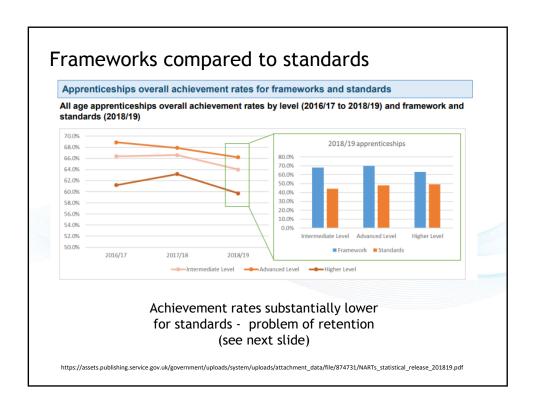


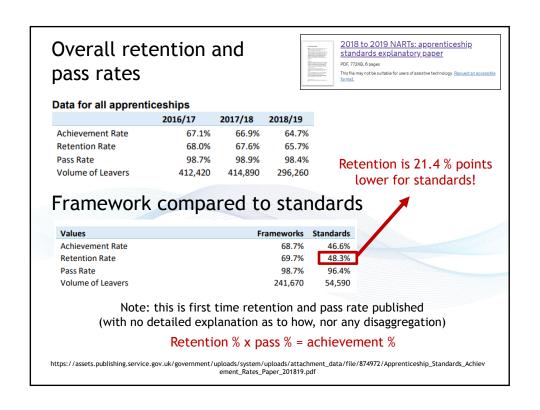


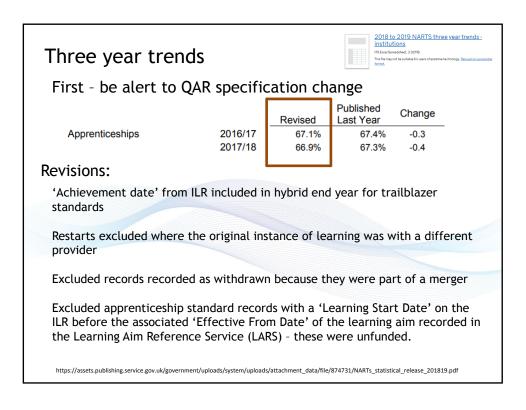


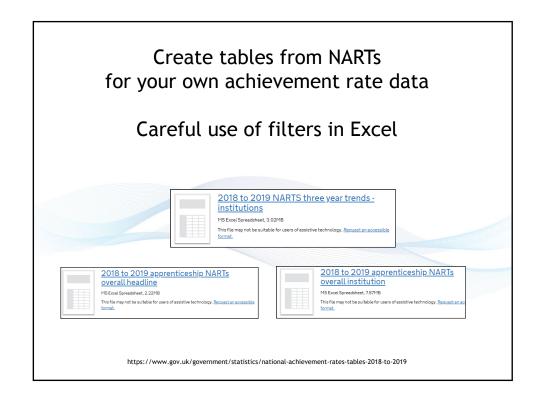


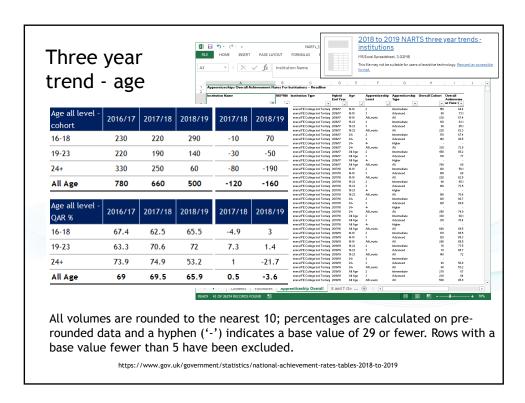


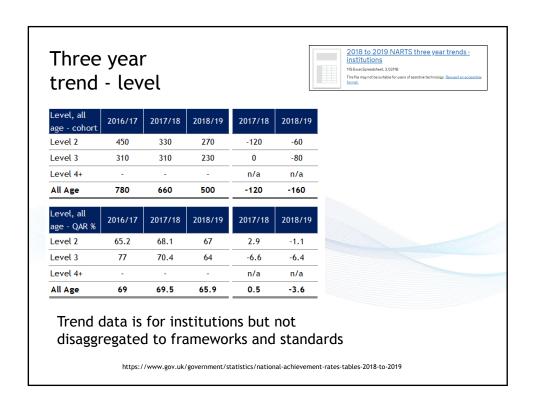


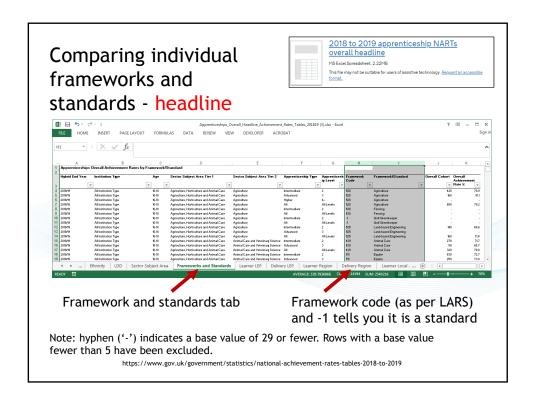


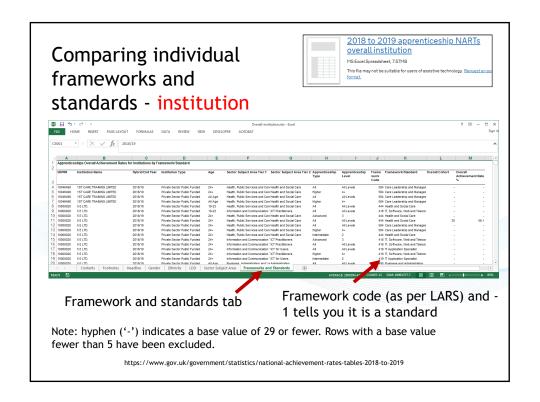


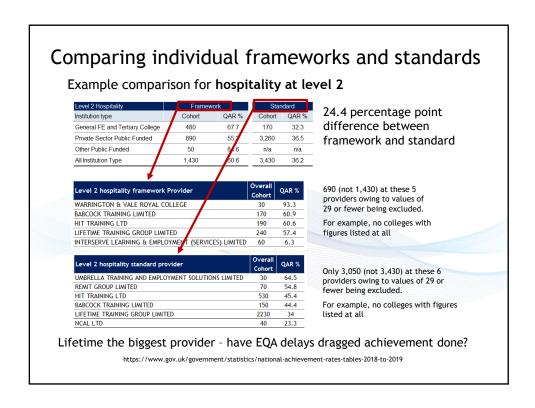


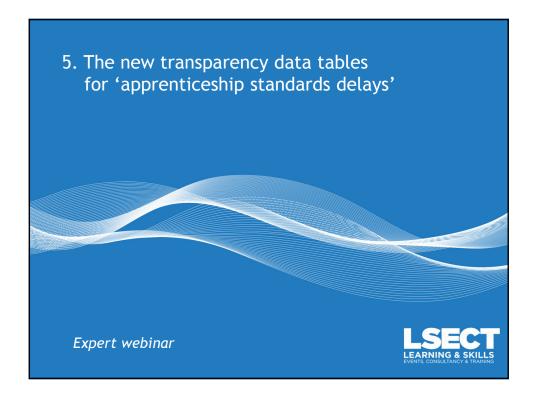




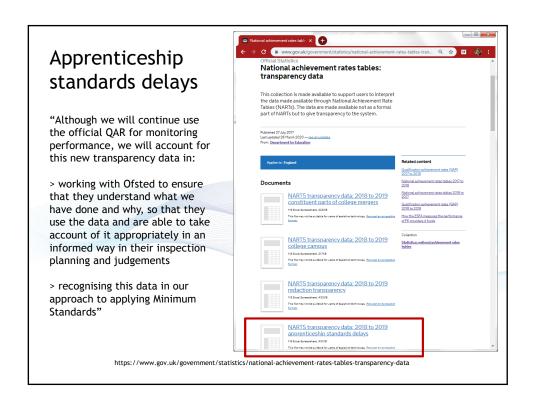


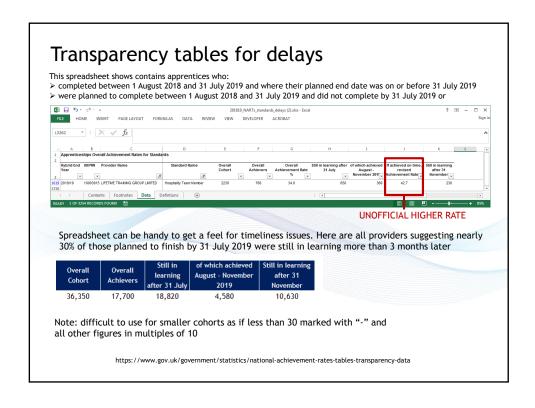


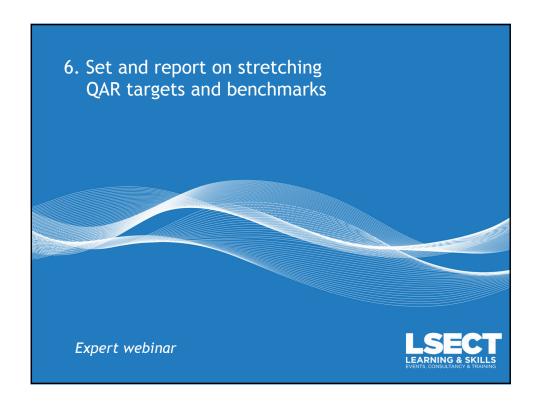












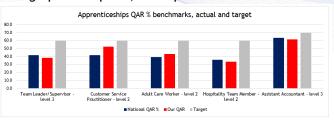
#### Use the NARTs to set QAR targets

List your individual frameworks and standards in two separate tables, alongside the national average, your QAR and a stretching target

Example, based on most popular standards

Standards	National QAR %	Our QAR	Target
Team Leader/Supervisor - level 3	41.6	38.5	60
Customer Service Practitioner - level 2	41.7	52.4	60
Adult Care Worker - level 2	39.4	43.4	60
Hospitality Team Member - level 2	36.2	33.4	60
Assistant Accountant - level 3	63.5	61.8	70

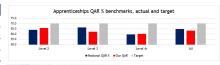
#### Use graphs in reports, to help visualise the information



## Avoid putting too much importance on overall and headline figures in reports

It is tempting/inevitable to compare and set targets at headline level like this, and say "our achievement rate is 1.4 percentage points below national average". But this is meaningless when helping to run your organisation as there is a wide difference between and within frameworks and standards.

Standards and frameworks	National QAR %	Our QAR	Target
Level 2	64.0	65.9	70
Level 3	66.2	62.3	70
Level 4+	59.7	60.2	70
All	64.7	63.3	70



As we switch away from frameworks, now is the time to be considering stretching QAR targets for your standards

Also consider what difference might be telling you between other factors, such as age, employer type and course duration.

The tables and graphs should be used in reports to managers, directors/governors and in the SAR/QIP

#### In-year monitoring against targets

You achievement rates should never come as a surprise

Apprenticeships do not sticking to an academic year, so what in-year monitoring are you doing?

Does your system allow for a basis level of live reporting, even if not applying exactly same technical methodology as ESFA?

Could you use your targets to implement a RAG (red, amber green) monitoring system - to flag where there attention is needed?

Age (standards and frameworks)	National QAR %	Our QAR	Target	Current in 2019/20
Team Leader/Supervisor - level 3	41.6	38.5	60	58.7
Customer Service Practitioner - level 2	41.7	52.4	60	62.3
Adult Care Worker - level 2	39.4	43.4	60	71
Hospitality Team Member - level 2	36.2	33.4	60	46.1
Assistant Accountant - level 3	63.5	61.8	70	69

This type of dashboard could be created to all for drilling down to, say, employer level. For standards, this can really help identify late completers.



#### Annual Self-assessment reports (SARs)

No longer mandatory, but it remains very good practice to write a self-assessment report every year.

No one way of doing it - "Ofsted does not require selfassessment to be provided in a specific format. Any assessment that is provided should be part of the provider's business processes and not generated solely for inspection purposes."

Most providers will use the Education Inspection Framework as a template for their SAR (and include predicted grades)

Some also have Quality Improvement Strategy or Quality Improvement Plan (QIP)

### Be honest in your SAR

Start with a summary statement. Here's a real example: "In Apprenticeships, timely and overall achievement rates have improved from the previous year but remain significantly below the national average. Previous poor management, inadequate management information, poor administration and poor teaching learning and assessment practice has left very major legacy issues for the College's apprenticeship provision with far reaching impact on achievement rates and financial health. The current management team is making good progress to improve provision."

Then include figures and evidence of "good progress"

# Keep it simple but targeted - showing you know yourself

- Strengths
- Areas for improvement
- What you are doing to improve
- Commentary and actions
- Smart use of QAR data and targets

Some providers publish their SAR and or QIP

#### SAR advice given to college clerks

- performance data should be available for all the key criteria from the EIF, and for all the activities/areas that are subject to assessment;
- data should include performance trends (to confirm year-onyear changes) and performance comparisons against other providers (benchmark data);
- evidence should support the judgements made, i.e. data should be valid, quantifiable, current and accurate;
- reports should be evaluative (identifying strengths and areas for improvement) rather than descriptive;
- strengths should represent performance above expected or normal practice; and
- it is advisable that judgements be moderated to ensure that they are objective and self-critical.



# Ofsted will use your SAR during inspection

Of Section 2015

Further education and skills inspection handbook

Nandbook

Nandbook Trapating futher education and disk provides under get 8 of the distance and Engagement As 2006. So to no two September 2015

#### The self-assessment report

- 100. Inspectors will use self-assessment reports, or equivalent documents, to assess risk, monitor standards and plan for inspection. If they are not available in advance, the provider should share the latest report/plan(s) with the lead inspector following notification of the inspection.
- 101. Where a report is not available at the risk assessment and planning stage, inspectors will use readily available data sources.
- 102. During the inspection, inspectors will compare their findings with the provider's self-assessment.

The SAR inevitably becomes Ofsted prep and helps them choose where to 'deep dive'

https://www.gov.uk/government/publications/further-education-and-skills-inspection-handbook-eiffile the control of the contr

# Ofsted now less interested in predicted QAR



Inspectors will not look at internal progress and attainment data on GCSE and A-level courses where fixed-time terminal examinations comprise the entire assessment of the course. Similarly, inspectors will not normally look at predicted in-year achievement and attainment data more generally. That does not mean providers cannot use this data if they consider it appropriate. Inspectors will, however, put more focus on the curriculum and less on providers' generation, analysis and interpretation of performance data. Inspectors will be interested in the conclusions drawn and actions taken from any internal assessment information but they will not examine or verify that information first hand.

https://www.gov.uk/government/publications/further-education-and-skills-inspection-handbook-eiffile and the state of the

Ofsted like you knowing yourself - which is why being clear on your QAR is so important



What does the provider do well and what does it need to do better?

Leaders and managers know their college. They are aware of the relative strengths and areas that require improvement. They recognise the need to improve the quality of education, particularly in apprenticeships and education programmes for young people. They also recognise the need to increase the proportion of apprentices and young learners who successfully achieve their qualifications.

Be realistic and use data as evidence - Ofsted hate qualitative statements that lack evidence

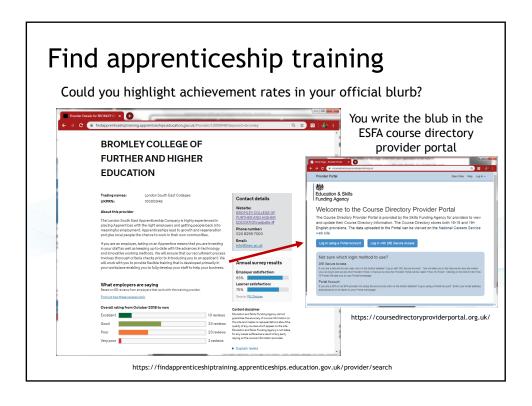
# But they will rely heavily on official achievement data

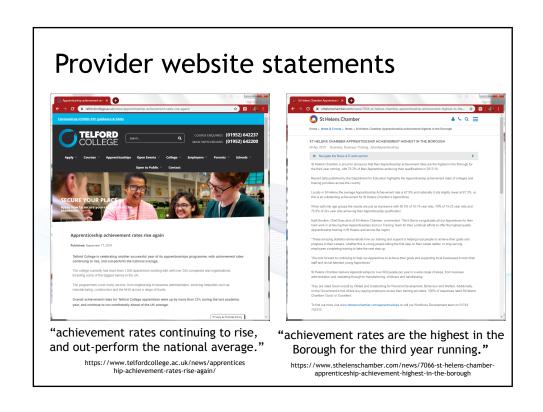
"Too many apprentices do not complete or achieve their qualifications." CCCG

They may also look at grading: "Although an increasing number of learners achieve their intended qualification, too few are challenged enough to make the best possible progress, for example by being encouraged to work towards a merit or distinction grade" City College Nottingham

They also comment on subcontracting: "Too few apprentices linked to subcontracted provision complete their course and achieve their course on time." KPMG











https://selby.ac.uk/news-events/college-news/news-from-2018-2019/selby-college-in-top-10-nationally-for-apprenticeship-achievement/

"Following the publication of the Government's latest National Achievement Rate Tables, Selby College is delighted that once again the highly rated institution has come in the top 10% of Further Education Colleges nationally for its Apprenticeship provision. The Achievement rate tables are the official measure of student success and demonstrate the percentage of students that were awarded a qualification on completing an academic year.

"The College ranks in 4th place out of 173 Colleges for Overall Apprenticeship Achievement, with a score of 86.2%. Selby College is also in the top 10% for its 16-18 Apprenticeship delivery, coming in 16th place out of 173 providers."

## Media and press releases



"Figures which were released last week show SGS is the top apprenticeship provider in the West of England with a 75.7% achievement rate, 11% above the national average"

### What does your course prospectus say?



NARTs allow you to make lots of comparisons, not just age and level and provider type, but also by

- > Sector subject area
- > Learner LEP
- > Delivery LEP
- > Learner region
- > Delivery region
- > Learner local authority
- > Delivery local authority

# For marketing purposes, you can pick and choose the data you use

It could be that you focus on a particular sector or standard

"highest achievement rate in the region for construction apprentices"

"highest achievement rate of all colleges for the popular level 2 accounting apprenticeship"





### QAR 2020/21 potential for big change

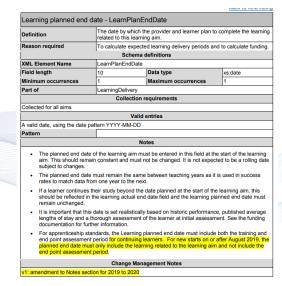
"We have changed the apprenticeship rules to account for the 2019 to 2020 ILR changes for apprenticeship standards. These are the changes to when you record the 'Learning planned end date', the 'Actual end date' and the 'Achievement date' fields in the ILR for apprenticeship standards only. Because of these ILR changes, we are reviewing how we calculate QARs for apprenticeship standards for 2020 to 2021. However, they will be unchanged for 2019 to 2020."

Qualification achievement rates business rules 2019 to 2020 Version 1

https://www.gov.uk/government/publications/qualification-achievement-rates-qar-2019-to-2020

#### Change to definition of planned end date

For new starts from 1 August 2019 this should not include the EPA period (so date should be the last day of the practical period / training / last hour of off-the-job time)



https://www.gov.uk/government/publications/ilr-specification-validation-rules-and-appendices-2019-to-2020

### Change to definition of actual end date

For end-pointassessments taking place after 1 August 2019 the actual end date should be the last day of learning (practical period) - so exclude the EPA time

Definition	achieve the	at the learner completed the learn learning aim or the date the learn ivities, accurate to within a week.	ner withdrew from the
Reason required	the learning	the time taken to complete the lea aim compared to the expected ti , including framework achieveme	me. To inform funding
	s	chema definitions	
XML Element Name	LearnActEn	dDate	
Field length	10	Data type	xs:date
Minimum occurrences	0	Maximum occurrence	s 1
Part of	LearningDe	- /	
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<ul> <li>For programme aims this field</li> </ul>	s, the Learning a	actual end date of the whole prog	ramme must be recorded in
before 31 July 2019 period. For continui	this date must o	ntinuing learners with a Learning ontinue to include the training an re all learning activity has ended the end of learning only and mu	d end point assessment on or after 1 August 2019,
activities and begun Actual End date in the 18/19 ILR specificati	the End point as ne 19/20 ILR will on). For apprent	rogramme aim, where the learne seessment period prior to 1st Aug continue to include the end poin ticeship standards on a program lies by 1st August 2019, the Lear	just 2019, the Learning t assessment (as per the me aim, where the learner

https://www.gov.uk/government/publications/ilr-specification-validation-rules-and-appendices-2019-to-2020

#### Achievement date now needed

"For continuing learners where all learning activities have ended and the end point assessment has taken place on or after 1 August 2019. This field will be used to record the end of the apprenticeship standard. This date concludes the End point assessment period that has taken place on or after 1 August 2019. Once this date is returned the Completion status and associated Outcome must be updated  $accordingly. "$ {\tt https://www.gov.uk/government/publications/ilr-specification-validation-rules-and-appendices-2019-to-2020} \\$ 

Achievement date - A			
Definition	The date the learning learner.	g aim or programme aim was	achieved by the
Reason required		ills achievement payments for ed through the trailblazer fundi	
	Schema d	definitions	
XML Element Name	AchDate		
Field length	10	Data type	xs:date
Minimum occurrences	0	Maximum occurrences	1
Part of	LearningDelivery		
	Collection r	equirements	
Aim Type 1		eships (FundModel 81, ProgT enticeship Standards (FundM	
Aim Type 1	(ProgType 24), Appr		
Aim Type 1  A valid date, using the date	(ProgType 24), Appr Valid	enticeship Standards (FundM	
	(ProgType 24), Appr Valid	enticeship Standards (FundM	
A valid date, using the date	(ProgType 24), Appr Valid pattern YYYY-MM-DD	enticeship Standards (FundM	
A valid date, using the date	(ProgType 24), Appr Valid pattern YYYY-MM-DD	enticeship Standards (FundM entries otes	
A valid date, using the date Pattern  Collected for Apprenticeship	(ProgType 24), Appr Valid pattern YYYY-MM-DD No	enticeship Standards (FundiM entries otes 36, ProgType 25)	ódel 36, ProgType 25
A valid date, using the date Pattern  Collected for Apprenticeship  For continuing learn	(ProgType 24), Appr Valid pattern YYYY-MM-DD No p Standards (FundModel ers where all learning ac	enticeship Standards (FundM entries otes	ódel 36, ProgType 25
A valid date, using the date Pattern  Collected for Apprenticeship  For continuing learn	(ProgType 24), Appr Valid pattern YYYY-MM-DD No	enticeship Standards (FundiM entries otes 36, ProgType 25)	ódel 36, ProgType 25

