



RSL Checkpoint Implementation 23/24 – VTQ Action Plan

What is the VTQ action plan?

In 22/23, Ofqual implemented a VTQ action plan to ensure all Level 3 results for vocational qualifications were issued to learners on time. This was in response to awarding in 21/22 where around 20,000 VTQ learners did not receive their Level 3 results on time, meaning they were not able to progress.

As part of that action plan, two checkpoints were introduced and centres identified a Senior Designated Contact (SDC) as a point of escalation.

Ofqual have stated that lessons implemented from the action plan will become business as usual for awarding organisations and the below outlines the impact on centres for this year.

You can find the details from Ofqual here -

<https://www.gov.uk/government/publications/delivery-of-vtq-results-for-2024-and-beyond>

The key purpose of the action plan is to identify learners who are expecting a result in the summer and to ensure they receive that result on time. RSL's registration process means that learners who are registered to complete in the current academic year will be considered as expecting a result.

Timeline for results from Ofqual

Awarding organisations will work with schools and colleges to identify which students need a result on or before results days in August for progression to further or higher education. A term time checkpoint identifying learners expecting a result will be completed before the main GQ exam season begins in May.

Results for these qualifications will be issued to students on or before A level/Level 3 results day and GCSE/Level 2 results day, as appropriate. Awarding organisations will release these to schools and colleges in advance, to give sufficient time for exams officers to check and prepare them for final release.

RSL embargoed results will be released to centres **Thursday 8th August 2024**.

The key dates calendars have been updated to include this checkpoint and are available [here](#).





Qualifications in scope

For 23/24, Ofqual have concluded:

- all Level 1 and 2 **performance tables** qualifications are in scope
- **all** Level 3 qualifications with minimum guided learning hours (GLH) of 180GLH and 16 UCAS points, both performance tables and non-performance tables.
- Ofqual have also allowed awarding organisations to include other qualifications that they identify should be in scope.

For **RSL qualifications**, the following qualifications are in scope and will need to complete the actions set out in this guidance:

- 601/7681/7 RSL Level 2 Diploma in Creative and Performing Arts.
- all Level 3 qualifications across all subject areas (listed at the end of this document)

Level 3 Award size qualifications do not have a minimum GLH of 180 but are being included as they could be used for progression.

For a flow chart to help to see whether your centre is in scope, please refer to the 'RSL Checkpoint Summary for Centres 2324' document.

Qualifications out of scope

- All non-performance tables qualifications for Levels 1, 2, 4 and 5 are out of scope.

We do, however, strongly encourage those centres to complete checks to ensure all learner data is accurate.

Centres delivering to a non-standard academic year where learners are not expecting a result by the published results day are not in scope, as the action plan is concerned with learners who are expecting to achieve a result in the summer.





What do centres with qualifications in scope need to do

There will be **one** checkpoint this year with two key tasks.

- 1) Checking of learner registrations
- 2) Identifying a Senior Designated Contact (SDC)

1) *Checking of learner registrations*

The purpose of the below activity is:

- for centres to thoroughly check their registrations to ensure all learners they are expecting to achieve a result in the summer are registered to do so
- for centres to highlight to RSL learners who have a UCAS application in progress

Guidance for what is considered expecting a result

This is learners who, if everything goes as planned, you are expecting will receive a result in the summer.

If you have learners who you are hoping will achieve but you are unsure about e.g. poor attenders, difficult personal circumstances etc please indicate that they are expecting a result.

If a learner changes their mind after this checkpoint, or if it becomes clear the learner will need a smaller size qualification, please let us know via the vocational@rslawards.com email address.

Results are dependent on all quality processes taking place, as in a usual year.

For a flow chart to help to see the process for checking learner registrations, please refer to the 'RSL Checkpoint Summary for Centres 2324' document.





A report of learners registered to certificate in 23/24 will be made available to centres by the start of the checkpoint window on **4th March 2024**.

The centre will check the list to see that all learners they are expecting to receive a result in August 2024 are included and then follow the below steps, dependent on the outcome.

Where all registrations are accurate:

- Complete the checkpoint form found linked below
- Centres will need to identify learners with a UCAS application in this form so please ensure that information is available.

Where registrations are inaccurate/missing:

- If a learner is included where the centre is *not* expecting a result in the summer, please indicate why not in the column next to the learner name.
- Upload this document to the centre's document page on the cloud site under the heading 'Checkpoint data'
- Complete the checkpoint form found linked below
- Centres will need to identify learners with a UCAS application in this form so please ensure that information is available.
- If learner's are missing who you believe should be registered, a late registration will need to be applied for. Details [here](#)

The checkpoint form will include:

- Confirmation all registrations have been checked
- Are all learners identified expecting a result in the summer Y/N
- If N, confirmation that the report has been uploaded to the cloud site
- Identify if there are changes that need to be made to any registrations
- Identify learners with a UCAS application in progress. *NB If there are a significant number of learners with a UCAS application, please upload a spreadsheet to the documents section of the cloud instead of individually identifying each learner in this form.*
- Identify if learner registrations are missing and a late registration is needed





We have updated our key dates calendar to reflect that this check will need to be completed by **Thursday 18th April 2024**. The form will be available here from **Monday 4th March 2024**.
<https://www.rslawards.com/vocational-qualifications-dates-fees/key-dates-forms/>

2) *Identifying a Senior Designated Contacted (SDC)*

As with last year, centres must:

- Provide, and keep up to date, details of a Senior Designated Contact (SDC) from each centre who has the authority to access information and progress decisions swiftly.
- This is an escalation point so this cannot be the Quality Representative (QR), who is already our first point of contact.
- We would recommend keeping the SDC the same across all awarding organisations that your centre works with.

Please provide the details of the SDC using this web form – [Senior Designated Contact details](#) by the **18th April 2024** at the latest.

For a flow chart to help to decide who is appropriate to be the Senior Designated Contact, please refer to the 'RSL Checkpoint Summary for Centres 2324' document.





UCAS applications

Ofqual expects the following to happen:

- RSL to issue a complete and accurate set of results for certifying learners to UCAS by its deadline
- Actively monitor progress towards results days and the issuing of results to UCAS
- Make appropriate use of data received from UCAS about student admissions in order to track which students are seeking to progress from UCAS. This data should then be reconciled with data received from centres and action should be taken to resolve any inconsistencies or gaps.

We have asked for learners with a UCAS application to be identified in the checking exercise and this will allow us to cross reference with data sent to us from UCAS.

What happens if a centre does not respond the checkpoint requests

In terms of any missed deadline, the first point of response would always be to contact the Quality Representative at the centre to ascertain what has happened. Should we not receive a response within the requested time frame, this will be escalated to the Senior Designated Contact at the centre.

If this contact is still unsuccessful in providing the required information, an investigation will be conducted into the centre in line with our malpractice policy.





Qualifications in scope

Creative Art and Design	
603/6472/5	RSL Level 3 Award in Creative Art and Design
603/6474/9	RSL Level 3 Certificate in Creative Art and Design
603/6475/0	RSL Level 3 Extended Certificate in Creative Art and Design
603/6476/2	RSL Level 3 Subsidiary Diploma in Creative Art and Design
603/6478/6	RSL Level 3 Diploma in Creative Art and Design
603/6479/8	RSL Level 3 Extended Diploma in Creative Art and Design

Creative and Performing Arts	
601/7681/7	RSL Level 2 Diploma in Creative and Performing Arts
601/8200/3	RSL Level 3 Certificate in Creative and Performing Arts
601/8201/5	RSL Level 3 Extended Certificate in Creative and Performing Arts
603/6467/1	RSL Level 3 Subsidiary Diploma in Creative and Performing Arts
601/8616/1	RSL Level 3 Diploma in Creative and Performing Arts
601/7682/9	RSL Level 3 Diploma in Creative and Performing Arts
601/8617/3	RSL Level 3 Extended Diploma in Creative and Performing Arts
601/7683/0	RSL Level 3 Extended Diploma in Creative and Performing Arts





Creative Digital Media

603/4301/1	RSL Level 3 Award in Creative Digital Media
603/4299/7	RSL Level 3 Certificate in Creative Digital Media
603/4300/X	RSL Level 3 Extended Certificate in Creative Digital Media
603/4302/3	RSL Level 3 Subsidiary Diploma in Creative Digital Media
603/4303/5	RSL Level 3 Diploma in Creative Digital Media
603/4304/7	RSL Level 3 Extended Diploma in Creative Digital Media

Creative Industries Practitioners

603/6335/6	RSL Level 3 Subsidiary Diploma for Creative Industries Practitioners
603/6341/1	RSL Level 3 Diploma for Creative Industries Practitioners
603/6342/3	RSL Level 3 Extended Diploma for Creative Industries Practitioners

Creative Music Industry

603/5393/4	RSL Level 3 Award in the Creative Music Industry
603/5394/6	RSL Level 3 Certificate in the Creative Music Industry
603/5395/8	RSL Level 3 Extended Certificate in the Creative Music Industry
603/5396/X	RSL Level 3 Subsidiary Diploma in the Creative Music Industry
603/5397/1	RSL Level 3 Diploma in the Creative Music Industry
603/5398/3	RSL Level 3 Extended Diploma in the Creative Music Industry



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QUALIFICATIONS

Music Practitioner	
600/6607/6	RSL Level 3 Certificate For Music Practitioners
600/6611/8	RSL Level 3 Extended Certificate For Music Practitioners
600/6613/1	RSL Level 3 Subsidiary Diploma for Music Practitioners
601/7691/X	RSL Level 3 Subsidiary Diploma for Music Practitioners
600/6609/X	RSL Level 3 Diploma For Music Practitioners
600/6612/X	RSL Level 3 Extended Diploma For Music Practitioners
601/7693/3	RSL Level 3 Extended Diploma For Music Practitioners

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