

## Quality Standards Register

Section	Reference	Title
Leadership & Management	LM/1/1	<i>Strategic Plan</i>
Leadership & Management	LM/1/4	<i>College Development Plan</i>
Leadership & Management	LM/1/2	<i>Self-Assessment Report</i>
Leadership & Management	LM/1/3	<i>Quality Improvement Action Plan</i>
Leadership & Management	LM/1/11	Critical Incident Management Plan
Leadership & Management		<i>Governors Annual Self Assessment Report</i>
Leadership & Management	LM/1/5	<i>Annual Report of the Audit Committee</i>
Leadership & Management	LM/1/6	<i>Development of KPIs for Committees</i>
Leadership & Management	LM/1/7	<i>Annual Governors Skills Audit</i>
Leadership & Management	LM/1/8	<i>Governors Code of Conduct</i>
Leadership & Management	LM/1/9	<i>Corporation Members Declaration of Interests</i>
Leadership & Management	LM/1/12	Risk Management Strategy
Leadership & Management	LM/1/10	<i>College Charters; Learner, Parent, Employer, College</i>
Quality Management	QM/2/17	<i>Teaching &amp; Learning Strategy</i>
Quality Management	QM/2/1	Quality Improvement Fund
Quality Management	QM/2/2	Internal Inspection
Quality Management	QM/2/3	Quality Assurance of Teaching, Learning and Training
Quality Management	QM/2/4	Course Level Performance Monitoring
Quality Management	QM/2/5	Handling Customer Complaints
Quality Management	QM/2/11	Assessment Strategy

<b>Section</b>	<b>Reference</b>	<b>Title</b>
Quality Management	QM/2/16	<i>Learner Involvement Strategy</i>
Quality Management	QM/2/13	Quality Assurance of HE Provision
Quality Management	QM/2/12	Quality Assurance of FE Provision
Quality Management	QM/2/14	Quality Assurance of Work Based Learning
Quality Management	QM/2/15	Quality Assurance of Foundation Degrees & Certificate of Higher Education in Further & Adult Education
Quality Management	QM/2/6	Internal Validation & Approval of New Courses
Quality Management	QM/2/7	External Verification & Quality Monitoring by Awarding Bodies
Quality Management	QM/2/8	Course Level Self-Assessment & Course Review
Quality Management	QM/2/9	Internal Verification
Quality Management	QM/2/10	Learner Assessment & Appeals
Marketing	M/3/1	Marketing
Marketing	M/3/2	Strategic Marketing Plan 2009-12
Staffing	S/4/1	Annual Staff Review
Staffing	S/4/9	CRB Disclosure
Staffing	S/4/2	Annual Leave
Staffing	S/4/10	Avoidance of Redundancy
Staffing	S/4/11	Staff Disciplinary
Staffing	S/4/12	Family Friendly Working
Staffing	S/4/13	Staff Grievance
Staffing	S/4/14	Dealing with Harassment or Bullying
Staffing	S/4/15	Recruitment & Selection

<b>Section</b>	<b>Reference</b>	<b>Title</b>
Staffing	S/4/16	Whistleblowing
Staffing	S/4/3	Stress Management
Staffing	S/4/4	Mentorship Scheme
Staffing	S/4/5	Probationary Reviews
Staffing	S/4/6	Recruitment of Ex-offenders
Staffing	S/4/7	Flexible Retirement
Staffing	S/4/17	Sickness Absence
Staffing	S/4/8	Adoptive Leave
Staff Development	SD/5/2	<i>Staff Development Plan</i>
Staff Development	SD/5/3	Long Term Awards
Staff Development	SD/5/1	Staff Code of Conduct
Equal Opportunities	EO/6/1	Equality & Diversity
Equal Opportunities	EO/6/2	Single Equality Scheme & Action Plan
Health & Safety	HS/7/1	Health & Safety
Health & Safety	HS/7/2	Hazard Risk Assessment
Health & Safety	HS/7/3	Lone Worker
Health & Safety	HS/7/4	Fire Safety
Health & Safety	HS/7/5	Smoke-Free Environment
Health & Safety	HS/7/6	Administering Medicines
Health & Safety	HS/7/7	External Trips & Visits
Health & Safety	HS/7/8	Drug, Alcohol & Other Substance Misuse [Staff & Students]

<b>Section</b>	<b>Reference</b>	<b>Title</b>
Premises & Equipment	PE/8/1	Premises & Equipment
Premises & Equipment	PE/8/2	Environmental
Communication & Administration	CA/9/1	Publications Scheme
Communication & Administration	CA/9/2	IT Protocol
Financial Management	FM/10/4	Budget Manager's Guidelines
Financial Management	FM/10/3	Financial Regulations
Financial Management	FM/10/1	Tuition & Exam Fee
Financial Management	FM/10/2	Fees Policy Appeals
Guidance, Student Support & Learning Services	GSL/11/1	Every Learner Matters
Guidance, Student Support & Learning Services	GSL/11/15	Safeguarding [Children & Vulnerable Adults]
Guidance, Student Support & Learning Services	GSL/11/5	Student Disciplinary
Guidance, Student Support & Learning Services	GSL/11/6	Student Attendance
Guidance, Student Support & Learning Services	GSL/11/8	Student Induction
Guidance, Student Support & Learning Services	GSL/11/9	Discretionary Learner Support Funds
Guidance, Student Support & Learning Services		Tutorial & Coaching Support
Guidance, Student Support & Learning Services	GSL/11/3	No Smoking
Guidance, Student Support & Learning Services	GSL/11/4	Referral
Guidance, Student Support & Learning Services	GSL/11/7	Careers Education & Guidance
Guidance, Student Support & Learning Services	GSL/11/2	Admissions

<b>Section</b>	<b>Reference</b>	<b>Title</b>
Guidance, Student Support & Learning Services	GSL/11/16	Additional Learning Support
Guidance, Student Support & Learning Services	GSL/11/17	Educational Maintenance Allowance / Adult Learning Grant
Course Design & Management	CDM/12/1	HE Strategy
Course Design & Management		<i>Curriculum Planning Strategy</i>
Course Design & Management		<i>Skills for Life Strategy</i>
Course Delivery	CD/13/1	Study Skills
Course Delivery	CD/13/2	Work Experience
Course Delivery		Key Skills/Functional Skills
Course Delivery	CD/13/3	Work Based Learning
Course Delivery	CD/13/4	Distance / Flexible Learning
Assessment & Achievement	AA/14/1	Cheating, Collusion & Plagiarism
Assessment & Achievement	AA/14/2	Examinations