



Policy Area:	Documented Approach to Quality Assurance- FET
Version:	1.0
Date:	08.07.21
Review:	July 2023
Responsibility:	<ul style="list-style-type: none">· Quality Assurance Steering Group· FET Management Team
Approval:	January 2022- QA Steering Group



1. Purpose

Waterford and Wexford Education and Training Board (WWETB) is committed to the development of, and appropriate dissemination of documentation associated with quality assurance as a means to ensure a high-level of service in FET provision incorporating consistency, integrity, transparency and excellence.

2. Scope

This policy statement covers all of WWETB FET provision including third-party providers where appropriate.

3. Definitions

FET

WWETB's further education and training provision.

Documented

This refers to the formal recording of WWETB's quality assurance systems, policies, procedures, meeting records, reports and research where appropriate.

Quality

This refers to the assurance of a high-level of service in FET provision incorporating consistency, integrity, transparency and excellence.

4. Policy Statement

Waterford and Wexford Education and Training Board (WWETB) commits to formally documenting its quality assurance system by way of overarching policy statements and associated policies, procedures and supplementary guidance documents which will be available to all relevant stakeholders as appropriate. WWETB governance structures will ensure oversight and validation of these documents as appropriate and ensure that they have a formal standing within the context of WWETB's further education and training provision and are in line with WWETB's strategic commitments.



WWETB will engage in systematic evaluation, review and improvement processes and will publicly display the reports associated with these processes. The documentation of quality assurance will be reviewed by via the relevant oversight and governance groups. Evaluation and review will include learners and other stakeholders as appropriate.

WWETB's quality assurance documentation will be in-line with appropriate legislation and will be informed by relevant statutory documents. The quality assurance system and associated documentation will be coordinated and comprehensive and will inform practice in terms of WWETB's further education and training provision.

5. Review and Update

This policy statement will be reviewed within two years of approval. The supplementary FET procedures and guides which emanate from this statement will be reviewed as appropriate by the quality assurance oversight body and FET management in turn.