

# ukft

## UK Fashion & Textile Association



## Industry Recognition Programme (IRP)

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Version 1

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# Background

UKFT is the Sector Skills Body for the fashion and textile industry with the responsibility of both registration and certification of apprentices in England, Scotland and Wales.

UKFT works with devolved nation's stakeholders to ensure that National Occupational Standards and apprenticeship provision for the sector are maintained and developed.

In order to meet the needs of employers and reflect workplace demands, it is crucial that Sector Skills Bodies and Awarding Organisations (AOs) work effectively together to ensure that there is provision.

Throughout 2018 UKFT will be working in partnership with AOs in order to review, develop and promote qualifications for the industry.

Labour market intelligence collated by UKFT highlights the skills and products required by employers. AOs can use this to inform themselves of demands within the sector.

In March 2018 a simple search of the Ofqual Register of Regulated Qualifications website searching just the key words 'Fashion' and 'Textiles' revealed:

- 135 available qualifications across the Fashion & Textiles sector, from Entry to Higher level in England, Wales and N.Ireland offered by 14 different Awarding Organisations;
- 30 available qualifications offered by SQA in Scotland from SCQF level 3 to level 8 (including costume);
- A minimum of 165 qualifications offered across the UK.

By introducing the UKFT Industry Recognition Programme (IRP) it will ensure that qualifications are both applicable and necessary. Significant signposting is required to assist young people, employers, parents and training providers alike in navigating the range of available courses, particularly those that address the current skills gaps within fashion and textiles.

As the Sector Skills Body, UKFT intends to review the portfolio on offer, from entry to higher level. Working collaboratively with AOs, UKFT wishes to review course provision with the intention of recognition and promotion

of the high-quality qualifications that will equip candidates with the skills to progress their career.

UKFT's Industry Recognition Programme (IRP) offers a complete package; high quality qualifications which are identified, promoted and offered by fashion & textiles training providers.

# UKFT Industry Recognition Programme (IRP)

For AOs, employers and relevant stakeholders, this document is designed to provide insight in relation to the recognition of qualifications across the fashion and textile industry.

In response to sector requirements, the UKFT IRP relates to both the review of existing provision, as well as the development of new qualifications communicated through the UKFT Awarding Organisation Forum (AOF) and other UKFT channels.

The IRP is comprised of two stages:

1. Technical review (Industry approval);
2. Candidate Recognition.

The initial timeline for a technical review is 20 working days. This commences when the IRP Submission Form is received by UKFT (see separate document).

Approval of content is determined by specified principles, characteristics and timelines. Approval status will last for a 3-year period (or when significant change is required beforehand).

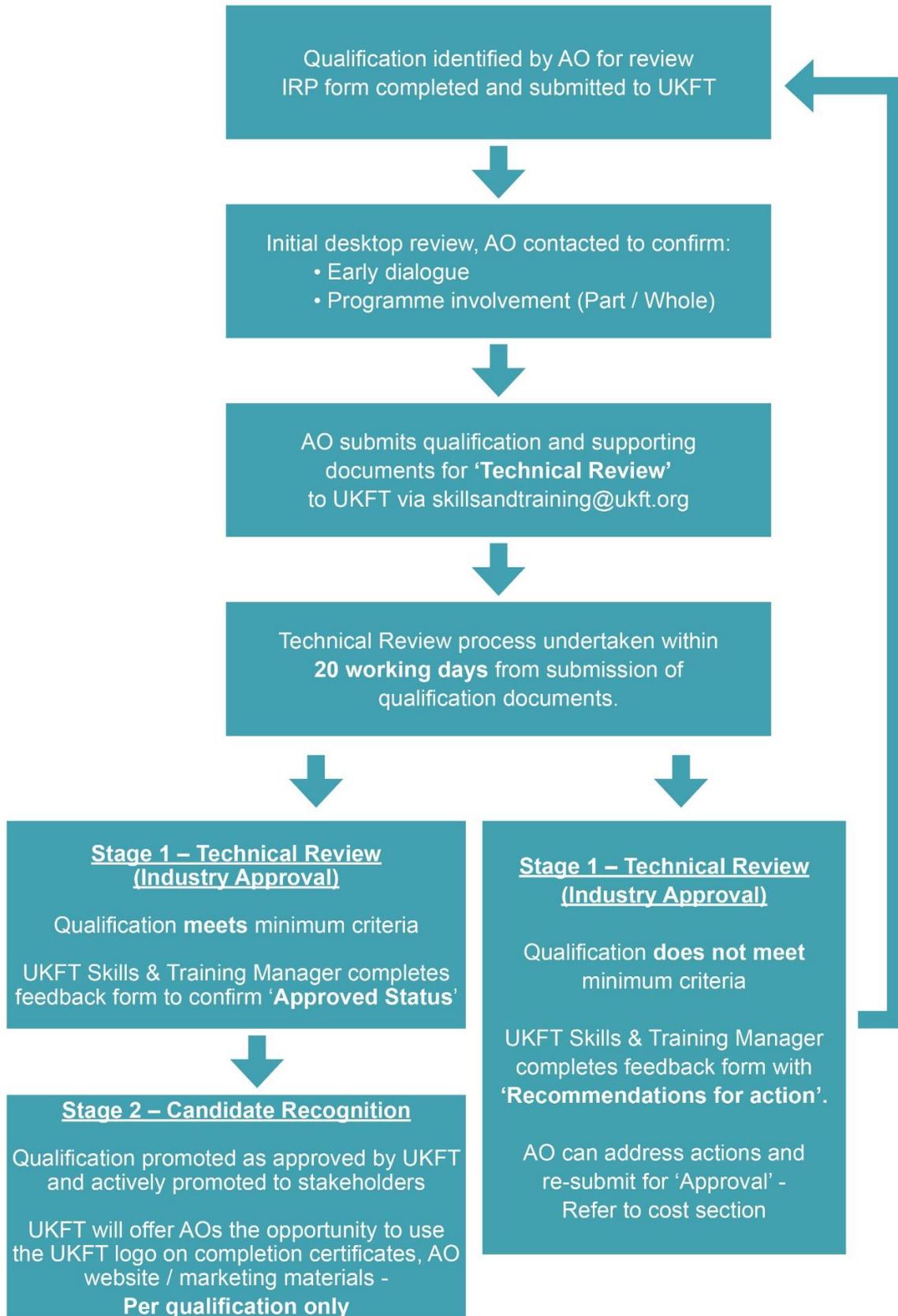
AOs will be expected to open dialogue with UKFT around plans to extend / redevelop a qualification 3 months prior to the end of the 3-year period.

In the instance of an approval not being confirmed, a clear justification will be provided.

Qualification reviews will inform various UKFT working groups.

Examples:

- Supporting UKFT's policy exchanges with Government and related agencies;
- Providing a transparent, industry-wide process for qualification approval and recognition;
- Informing the assessment of sectors' skills needs;
- Ensuring that qualifications reflect Occupational Standards where appropriate.



# IRP Benefits

The IRP can deliver a range of benefits:

- Approval from an industry skills body providing recognition of a qualification;
- Benchmarking of outcomes against employer-identified skills gaps;
- Ability to satisfy regulatory and stakeholder requirements through independent review evidence, as well as employer engagement – this includes supporting letters from the SSB, employers and other relevant stakeholders;
- Comparable evidence across the sector for UKFT and AO (supporting regulatory evidence);
- Promotion via UKFT networks and industry publications;
- Additional signposting and communication around qualifications where candidates can achieve ‘recognised’ badging upon completion.

# Roles and Responsibilities

UKFT, sector employers and AOs play a key role respectively in ensuring that the development of qualifications for the fashion and textile industry is fit for purpose.

The review process will include informal dialogue, structured collaboration and detailed preparation.

The allocation of responsibilities:

## UKFT

- Provide access to appropriate occupational standards
- Provide industry experts to review submitted qualifications
- Provide letters of support
- Promote industry approved sector qualifications
- Consult providers\*

\*if applicable

## Awarding Organisations

- Commit to occupational standard(s) mapping\*
- Meet sector requirements and characteristics for qualification development - see supplementary document
- Promote industry approved sector qualifications
- Complete and submit qualification documentation
- Apply for additional candidate recognition\*

\*if applicable

## **Confidentiality**

All submissions to UKFT will be treated in strict confidence. Materials will be seen only by UKFT staff and associates.

## **Data Protection**

All submissions will be subject to the Data Protection Act 1998 and adhere to GDPR requirements.

## **Quality Assurance**

UKFT will manage **all** IRP activity transparently and in addition will maintain an updated list of the qualifications reviewed / approved with/without candidate recognition) on the IRP section of the UKFT website.

# Costs

## Stage 1 | Technical review (Industry Approval)

Based on all supporting information being submitted prior to the review via the **UKFT Qualification Submission Form** (separate document):

For entry / level 1 / level 2 qualifications - technical review fee of **£500 (excl. VAT) will be charged.**

For Level 3 and above - technical review fee of **£750 (excl. VAT) will be charged.** This is where a more technical emphasis and coverage will be addressed.

The review will be undertaken against the criteria outlined in the supporting document **UKFT IRP Qualification Criteria** (separate document)

The Technical Review process will include a short report of findings, along with the letters of support required in the event of new developments in order to secure accreditation in line with regulatory requirements.

UKFT will continue to support members of the UKFT Awarding Organisation Forum around funding queries that may arise in relation to qualifications that have been through the IRS.

If UKFT provides **'recommendations for action'** the AO will have the opportunity to submit a revised qualification, addressing the recommendations, for second review at a reduced fee of **£150 (excl. VAT).**

The approval arrangements will last for a minimum of 3-years, with a performance review after this period.

On-going commitment to the programme can be discussed on a case-by-case basis.

Payment for use of the UKFT logo will be invoiced at the end of each year of approval, with UKFT requiring evidence of completion numbers from each AO.

### **Extension Requests**

For qualifications that wish to be extended after the initial period and justification for such an extension can be made by the AO, there will be an annual charge of **£100 per year (excl. VAT) of extension** to remain on the approved list.

Upon an extension request UKFT will reserve the right to research the sub-sector area to confirm that industry practices / technology haven't significantly changed.

UKFT expects an extension request to be no more than **two years** as this would give a shelf life of **five years** for a qualification. After this period of time AOs would have to re-submit through the IRP technical review process.

### **Stage 2 | Candidate Recognition**

To reflect the achievement of candidates who have both studied and achieved **recognised provision** (Regulated / Non-Regulated), UKFT will offer AOs the opportunity to use the UKFT logo on completion certificates.

This will indicate a high quality outcome, fully endorsed by the Sector Skills Body.

Candidate recognition will run in line with the approval duration period of 3 years.

#### **'Badging' certificates costs:**

Up to 100 certificates per year:  
£2 per certificate

Over 100 certificates per year:  
£3 per certificate

These charges will remain in place for the first 12 months of the programme but will be reviewed annually based on completion statistics.

Where historical qualification enrolment numbers exist, this will be the benchmark for determining the pricing structure for that qualification for the initial length of recognition.

The candidate recognition arrangements will last for a minimum of 3-years, with a performance review after this period. On-going commitment to the programme can be discussed on a case-by-case basis.

# Flexibility

A Technical Review can be undertaken during new developments.

Existing qualifications that have been designed, developed and written in partnership with UKFT (or previous SSC contact) will be considered for automatic approval, taking into account the currency of the qualification and supporting evidence for the reprocess.

This period of '*Grandparent Rights*' will be based on:

Fashion and Textiles provision as of **1<sup>st</sup> January 2015** (most NOS suites have been reviewed back to 2013).

This automatic approval would only be granted by UKFT where the AO agrees to the Stage 2 Recognition offer.

This form of approval / recognition will be considered by UKFT on a case-by-case basis, following receipt of requests from the AO.

AOs can choose one of the following scenarios within the IRP:

## **Full coverage**

Stage 1 -Technical Review  
(Industry Approval)

and

Stage 2 – Candidate Recognition

## **Technical Review only**

Stage 1 -Technical Review  
(Industry Approval) only

**Note - These qualifications will be flagged in communications stating the UKFT logo will not appear on the candidate completion certificate.**