



Blended Learning Policy for Regulated First Aid Qualifications

Introduction

Blended learning is an approach to completing a qualification that combines distance learning with traditional face-to-face classroom methods. A blended learning approach can offer greater flexibility, take advantage of modern technology and help diversify the learning process.

Governance

Qualsafe Awards are recognised and regulated by the Office of Qualifications and Examinations Regulation (Ofqual), Qualification Wales and the Northern Ireland Council for the Curriculum, Examinations and Assessment (CCEA). In addition, regulated first aid qualifications are governed by organisations such as the Health and Safety Executive (HSE), the Department for Education (DfE) and the First Aid Awarding Organisation Forum (FAAOF). Qualsafe Awards fully recognises and complies with all the requirements outlined by the above organisations in relation to blended learning.

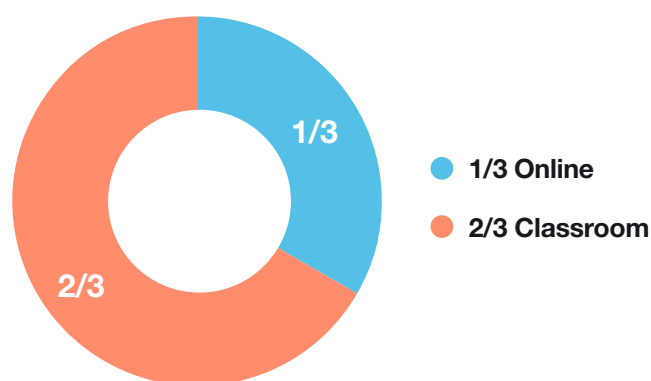
Before Centres are approved to use blended learning, the *QA Blended Learning Agreement for Regulated First Aid Qualifications* form must be signed and returned by the Responsible Person. This document clarifies the approval criteria and scope from within which blended learning for first aid must be delivered and assessed.

Qualifications

The following first aid qualifications are available for blended learning:

- QA Level 3 Award in Emergency First Aid at Work (RQF)
- QA Level 3 Award in First Aid at Work (RQF)
- QA Level 3 Award in First Aid at Work (RQF) Requalification
- QA Level 2 Award in First Aid Essentials (RQF)
- QA Level 2 Award in Activity First Aid (RQF)
- Combined First Aid at Work and Paediatric First Aid

Guided Learning Hours (GLH)



These qualifications are mandated to a minimum of **two-thirds** face-to-face classroom delivery (including all assessments), with the remainder completed via distance learning.

The QA Level 3 Award in Paediatric First Aid (RQF) can be delivered as a minimum of 50% face-to-face classroom learning and assessment with the remainder of the guided learning hours via distance learning. For example:

Guided Learning Hours (GLH)



Note: the minimum overall GLH (including minimum days) for delivering any qualification must not be reduced unless permitted by Qualsafe Awards.

Methods of distance learning

The distance learning element can be facilitated using a range of different methods including e-learning software and use of video conferencing. There are 2 main categories recognised by Quallsafe Awards:

- E-learning – training provided via a computer or other digital device, allowing technology and software to facilitate learning
- Virtual classroom – online learning that allows for live interaction between the Trainer and the Learner/s as they participate in learning activities

Note: a combination of the above categories is acceptable.

Topic delivery

The topics associated with the qualification must be delivered to the same standard as found in the QA lesson plan, course overview, PowerPoint presentation and recommended course reference material. The general practical elements of the qualification must be delivered and assessed face to face in the classroom environment.

Assessments

All assessments associated with the qualification **must** take place face to face in the classroom environment. **This includes all QA practical and multiple choice question theory assessments.** Formative assessment methods for the purposes of checking knowledge and understanding to help improve Learner attainment can be used during the distance-learning element.

Learner registration period

The overall qualification should be completed by Learners within the published Learner registration period. For example, 4 weeks for Emergency First Aid at Work and 10 weeks for First Aid at Work. The registration time period begins from the defined course start date. Extensions may be granted for unforeseen circumstances through submission of a special consideration request form, see *QA Access to Assessment Policy* for further details.

External quality assurance

Quallsafe Awards operates a system of ongoing monitoring, support and feedback for approved Centres across the United Kingdom. Through external quality assurance, we will monitor Centre compliance with the *QA Blended Learning Agreement for Regulated First Aid Qualifications* form.

Should any malpractice, suspected or actual, be detected in relation to complying with this policy or the *Blended Learning Agreement for Regulated First Aid Qualifications*, a range of sanctions may be applied in line with the QA Sanctions Policy, which may lead to withdrawal of a Centre's approval to deliver first aid qualifications using a blended learning approach or other more serious restrictions.