

Revised and updated January 2021

Extraordinary Regulatory Framework (ERF) and
Extended Extraordinary Regulatory Framework
(EERF): Vocational and Technical Qualifications,
COVID-19 Conditions and Requirements
Guidance for private candidates and centres

Adaptation of Delivery and Assessment for CIOL Qualifications
(CIOLQ) Vocational and Technical Qualifications, under the ERF
and EERF

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Introduction and rationale

The Covid-19 pandemic has resulted in a loss of opportunity of learning and assessment since March 2020. Multiple national and local restrictions have continued to be put in place which have presented challenges for awarding organisations, schools, training providers and most importantly candidates.

Given the impact of the prevailing pandemic on all aspects of working lives, including the progression of our candidates, we have made adaptations to enable them to be taken online and in a fair and valid way so that we further support our candidates to progress and achieve.

We are committed to ensuring that there is continuation of learning for vocational qualifications and that CIOLQ assessment should continue to take place in 2021 to protect and enable the achievement of our candidates. The only safe and current way that CIOLQ can ensure continuation is through online delivery via our Virtual Centre and adaptive assessment. We will not offer calculated results for any of our qualifications.

Scope

This guidance is to support CIOLQ centres plus our independent candidates. Additionally it is designed to provide information to sector employers and to allay any apprehension that the adaptations will reduce the value of our qualifications.

This document applies to all of our regulated provision for candidates who took our assessments in late 2020 and those planning on taking them in 2021 and beyond.

This document is designed to communicate details of adaptations which have been or will be applied to our qualifications.

Applying Adaptations - Approach

Adaptations are changes made by an awarding organisation to a qualification or an assessment for the qualification. There are a number of ways in which changes could be made to a qualification. Changes could be applied to:

- The mode of assessment delivery
- Assessment methodology
- The sequence in which units are assessed

We have reviewed our suite of qualifications and their respective normal assessment and have judged them to be adaptable without compromising their standard and consistency.

In determining appropriate adaptations for our qualifications, we are required to comply with the following principles.

Principle 1 – As far as possible and without prejudice to the other principles, an awarding organisation must seek to ensure that the Adaptations which it makes to a qualification assist with mitigating the impact on teaching, learning or assessments caused by the Covid-19 pandemic for Learners taking that qualification.

Principle 2 – An awarding organisation must seek to ensure, as far as possible, that the Adaptations which it makes to a qualification do not serve to advantage or disadvantage Learners taking that qualification against their peers taking general qualifications not covered by the ExtVTQCov Framework.

Principle 3 – An awarding organisation must seek to ensure that, where it makes any Adaptations to its qualifications in accordance with the ExtVTQCov Conditions, the Validity and Reliability of those qualifications is sufficiently maintained.

Principle 4 – An awarding organisation must seek to maintain standards, as far as possible, within the same qualification in line with previous years, and across similar qualifications made available by the awarding organisation and by other awarding organisations.

Our adaptations are aimed at reducing any burden on centres and independent candidates and have adopted an approach that is aimed at manageability, but at the same time protecting the integrity of the qualification.

Qualification level adaptations

Given the inherent challenges of connectivity, call/conference clarity/lag, managing a keyboard, screen and hardware and coping with time pressure and online invigilation it is inevitable that this will impact on the experience of our candidates.

Through the adapted design of our assessments, we aim to promote greater resilience in the way we assess taking into account that candidates may not have perfect uninterrupted broadband throughout an assessment; many will experience at least some moments when individual spoken words drop, audio stutters or the screen momentarily freezes due to the quality of connection they have.

We aim to ensure that we are offering assessment in a fair and consistent manner, whilst promoting progression, achievement and attainment given the inherent challenges of connectivity, call/conference clarity/lag, managing a keyboard, screen and hardware and coping with time pressure and online invigilation.

Details of adaptation

The assessment for our current qualifications will only be available via our Virtual Centre, for the foreseeable future, either from a home base or in an exam centre with technology capabilities.

All adaptations will not affect the standard of the assessment nor the achievement of the qualification.

600/1990/6 CIOL Qualifications Level 3 Certificate in Bilingual Skills – Police
Adaptation 1 – November 2020
All assessment modes for this qualification will be adapted so that it can be delivered via our Virtual Centre from November 2020.
Adaptation 2 – January 2021
Due to additional technical challenges and varying degrees of candidate technical competence an adaptation has been made to the assessment marking approach and how both unit and final result is calculated.
Review of our marking principles and how an overall unit mark is calculated. Based on the individual marks awarded within a unit and across multiple bands and learning outcomes and given the new and additional challenges candidates have had to manage with online recorded assessments, we have taken the approach of aggregation of marks to further support candidate achievement.
Adaptation 3 – January 2021
We have made amendments to our Special Consideration Policy to reflect technological difficulties on the day of the exam. This uplift will be allocated to those candidates who have experienced difficulties with the platform, system errors, loss of connectivity as examples. The percentage uplift will be judged on a case-by-case basis dependent on the severity and additional stresses experienced by the candidates on the day.
Policy can be accessed here: https://www.ciol.org.uk/sites/default/files/Special%20Consideration%20Policy%20FNLv2.pdf

601/2129/4 CIOL Qualifications Level 6 Diploma in Police Interpreting
Adaptation 1 November 2020
All assessment modes for this qualification will be adapted so that it can be delivered via our Virtual Centre from November 2020
Adaptation 2 – January 2021
<p>Due to additional technical challenges and varying degrees of candidate technical competence an adaptation has been made to the assessment marking approach and how both unit and final result is calculated.</p> <p>Review of our marking principles and how an overall unit mark is calculated. Based on the individual marks awarded within a unit and across multiple bands and learning outcomes and given the new and additional challenges candidates have had to manage with online recorded assessments, we have taken the approach of aggregation of marks to further support candidate achievement.</p>
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501/1250/8 CIOL Qualifications Level 6 Diploma in Public Service Interpreting
Adaptation 1 – November 2020
All assessment modes for this qualification will be adapted so that it can be delivered via our Virtual Centre from January 2021.
Adaptation 2 – January 2021
<p>Due to additional technical challenges and varying degrees of candidate technical competence an adaptation has been made to the assessment marking approach and how both unit and final result is calculated.</p> <p>Review of our marking principles and how an overall unit mark is calculated. Based on the individual marks awarded within a unit and across multiple bands and learning outcomes and given the new and additional challenges candidates have had to manage with online recorded assessments, we have taken the approach of aggregation of marks to further support candidate achievement.</p>
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501/1445/1 CIOL Qualifications Level 7 Diploma in Translation
Adaptation 1
All assessment modes for this qualification will be adapted so that it can be delivered via our Virtual Centre from January 2021.
Adaptation 2 – January 2021
Due to additional technical challenges and varying degrees of candidate technical competence an adaptation has been made to the assessment marking approach and how both unit and final result is calculated.
Review of our marking principles and how an overall unit mark is calculated. Based on the individual marks awarded within a unit and across multiple bands and learning outcomes and given the new and additional challenges candidates have had to manage with online recorded assessments, we have taken the approach of aggregation of marks to further support candidate achievement.
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Further information

These adaptations may be subject to amendment as we respond to guidance from the Government and regulatory bodies and urge that you revisit our qualifications section of our website regularly which can be found on the main qualification tab and refer to our FAQs.

We welcome comment and query from sector employers, centres and independent candidates.

Additionally, you may email qualifications@ciol.org.uk