



**RHESTR WIRIO / FFURFLEN MANYLION POLISI
POLICY INFORMATION SHEET / CHECKLIST**

Policy Title:	Quality Policy	
Policy Owner:	Catherine Prosser	
Responsible Executive Director:	James Nelson	
Purpose:	The purpose of Grŵp Llandrillo-Menai's Quality Policy is to inform staff, learners and other stakeholders of the guiding principles of the Grŵp's quality strategies and systems (known collectively as the "Quality Framework").	
Review Cycle:	2 years	
Approval Checklist (to be instigated by Owner):	Actioned by:	Date:
<ul style="list-style-type: none"> • First draft uploaded to Grŵp Portal for initial consultation with staff (via ELD) 		
<ul style="list-style-type: none"> • First draft sent to JCC for initial 2 week consultation (via AAH) 		
<ul style="list-style-type: none"> • Impact Assessments completed 	GR	15/06/2023
<ul style="list-style-type: none"> • Final draft presented to TS 	22/05/2023	
<ul style="list-style-type: none"> • Final draft presented to JCC (if applicable) 	15/06/2023	
<ul style="list-style-type: none"> • Final draft presented to SHE (if applicable) 	N/A	
<ul style="list-style-type: none"> • Union Approval at JCC / SHE 	YES / NO	
<ul style="list-style-type: none"> • Policy presented to CSSC Committee* 	CSSC (via Info Pack sent 27/06/2023)	
<ul style="list-style-type: none"> • Policy presented to Board 	29/06/2023	
<ul style="list-style-type: none"> • Policy translated and uploaded to Grŵp Portal 	ELD	13/11/2023

Quality Policy

Purpose of the Policy

The purpose of Grŵp Llandrillo-Menai's Quality Policy is to inform staff, learners and other stakeholders of the guiding principles of the Grŵp's quality strategies and systems (known collectively as the "Quality Framework").

Policy Statement

Grwp Llandrillo-Menai is committed to continuous improvement and the pursuit of excellence in all aspects of its activity. This policy contributes to the Grŵp's Mission by publicising the Grŵp's commitment to continuous improvement at all levels and by setting out the key processes and principles which will guide and support the implementation of the Grŵp Quality Framework.

Implementation

To support achieving excellence, within Grŵp Llandrillo-Menai we are committed to the following:

Overarching Principles

- Inclusivity, by providing opportunities for, and empowering staff to be involved in the Grŵp self-assessment processes at all appropriate levels
- Integrating bilingualism into all quality processes in order to further develop bilingual provision and a bilingual ethos within the Grŵp
- Providing a framework of accountability which clearly identifies roles, responsibilities and reporting arrangements in relation to the quality of the Grŵp's provision
- Developing a recognition that all staff contribute to the quality culture of the Grŵp and providing channels for staff to contribute their views and ideas
- Fostering a dynamic and innovative culture of continuous improvement through supporting the development of new ideas and initiatives
- Provide consistent high quality learning experiences which ensure that learners are stretched and challenged to achieve their target grade and qualifications

Self-assessment

- Ensuring that self-assessment is an honest, open and realistic process, which is effective in identifying areas of excellence and development needs
- Ensuring that all self-assessment processes are subject to rigorous moderation and that constructive feedback is provided to those who contribute to the process
- Ensuring that self-assessment leads to the development of SMART quality improvement plans with clear outcomes, ownership of actions and challenging deadlines

Action Planning and Monitoring

- The identification and development of comprehensive performance indicators, linked to relevant comparators and benchmarks, which seek to ensure that measurable improvements are realised year on year with the aim of becoming the best in class
- Facilitating access to timely performance data through the exploitation of the latest technologies which are fast and user-friendly
- Monitoring and measuring progress towards improvement against actions identified through self-assessment and performance indicator targets and the development of appropriate strategies to ensure that actions are fulfilled and targets met

Quality Improvement

- Providing appropriate mechanisms for supporting areas of underperformance in order to raise standards e.g. through coaching and mentoring
- Exploiting opportunities for the sharing of best practice throughout the Grŵp
- Ensuring that the Learner Voice plays a key role within the quality framework through systematically eliciting learner views and taking action to respond to them
- Encouraging feedback from the Grŵp's customers and stakeholders, ensuring that effective complaints and appeals procedures are well publicised and utilised
- The development of clear and accessible quality procedures and documentation which are fit for purpose without being overly bureaucratic
- Communicating regularly and openly to staff and customers on Grŵp performance standards
- Ensuring that staff possess the appropriate skills and attributes to perform to the highest standards
- Reviewing the Quality Framework on an on-going basis in order to ensure that it remains relevant and effective

Monitoring and Impact Measurement

The effectiveness of the **implementation of the** Quality Framework will be subject to ongoing monitoring by the Grŵp Tim Polisi and Grŵp Llandrillo Menai Corporation's Curriculum, Students and Standards Committee. The criteria for judging effectiveness will be success in meeting Grŵp targets and performance indicators as measured year on year against sector benchmarks.

Success in meeting these criteria will also inform the biannual review of the Quality Framework and this Quality Policy will be developed/amended accordingly.

Publication of Policy

This policy will be made publicly available bilingually on the Grŵp website and will be available to all members of staff via the Grŵp intranet.

Equality Impact Assessment

Assessment completed by:	Gwennan Richards	Dated:	15/06/2023
Assessment approved by:	Equality Panel	Dated:	
Consideration	Response	Special requirements / controls	
Which protected groups might be disadvantaged by the policy/process?	It is not anticipated that any protected groups will be disadvantaged by this policy.		
Which protected groups might benefit from the policy/process?	All protected groups will benefit from this policy as it sets out the Grŵp's commitment to continuous improvement at all levels, setting out the key processes and principles which will guide and support the implementation of the Grŵp Quality Framework.		
Does the policy advance equality and foster good relations?	Yes		
Could any part of the process discriminate unlawfully?	Not if the policy is fully adhered to		
Are there any other policies that need to change to support the effectiveness of this one?	No		
Conclusion	Continue the policy or procedure		

Signature:		Date:	15/06/2023
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Welsh Language Impact Assessment			
Assessment completed by:	Gwennan Richards	Date	15/06/2023
Assessment approved by:	Panel Iaith	Date	
Consideration	Response	Special requirements / controls	
What positive effects will the implementation of the policy or procedure have on the use of Welsh language?	This policy will ensure that bilingualism is embedded into all quality processes in order to further develop bilingual provision and a bilingual ethos within the Grŵp		
What negative effects will the implementation of the policy or procedure have on the use of Welsh language?	It is not anticipated that the policy will have any negative effect on the use of Welsh.		
Are there sufficient Welsh speaking staff available to implement the policy or procedure? If not, what steps will be taken to ensure that sufficient staff are available, and by when?	There are sufficient Welsh speaking staff within the Grŵp to support the implementation of this policy through the medium of Welsh. In addition, the Grŵp's translation team are available to provide written and simultaneous translation into Welsh should this be needed.		
Does the policy or procedure comply with Grŵp Llandrillo Menai Welsh Language Scheme / Language Strategy?	Yes		
Conclusion	Continue the policy or procedure		

Signature:		Date:	15/06/2023
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