



Ravenswood Ceasing Delivery of a Qualification Policy

In the event of Ravenswood School ceasing delivery of a qualification (whether voluntary or not), the following process will take place:

Students and parents will be made aware of the withdrawal of delivery of the qualification, the reasons for it and the procedure to be followed.

Ravenswood School will discuss with the Awarding Organisation whether an alternative qualification can be met with already completed coursework.

If not, Ravenswood School will look to another centre delivering the qualification to enter students in their cohort or to another Awarding Organisation for a relevant qualification which could be used.

There would be communication with students/staff demonstrating support needed where qualification has been withdrawn/changed.

The needs of students at Ravenswood School would continue to be shared with staff and relevant access arrangements applied.

Qualification Withdrawal Policy

Should Ravenswood School decide to withdraw any qualification from their listed suite of courses, Ravenswood School will ensure that all students currently registered on such qualifications will be supported to the end of the qualification before its withdrawal.

Ravenswood School will endeavour not to withdraw any qualification while students are active and on programme. In the event that this is not possible Ravenswood School will support the learner(s) to access a course of the same or similar status. Any units achieved by the learner(s) will be claimed, information advice and guidance will be provided to support the learner to make an informed decision regarding available options.

Formal written documentation will be used to inform both the relevant Awarding Organisation and students regarding the decision to withdraw the named course.

Ravenswood School reserves the right to withdraw any qualification they offer at an appropriate time with the least disruption to the programme of learning.



History of Document

Issue No.	Author	Date Reviewed	Approved by	Comments
1.	School	April 2018	BC 2/5/18	
2.	Pupil Committee	January 2019	Pupil Committee 30.1.19	To be reviewed Jan 2020
3.	School	January 2020	Pupil Committee 29.01.2020	
4.	School	January 2021	Pupil Committee 27.01.2021	
5.	School	Jan 22	25.01.2023	Replaced 'learners' with 'students' throughout for consistency