

**T R I B A L**

## **NPQ Metric Data: Detailed Specifications**

**30/08/2019**

This document acts as a guide for users of the NPQ Metric Report.



## Introduction

The purpose of this document is to explain the rationale behind the values presented in the NPQ Metric Report and detail any calculations made. This will provide clarity to all stakeholders and enable users to understand which factors can have an impact on each metric.

The sections below detail the values displayed for each metric, any calculations involved, and any factors which can affect the results. NPQ Providers should be looking to clear all their validation issues in order for the Metric Report to show a true representation of their performance.

## Metric 1

*“Providers recruit at least 100% of their target number of participants for each year and for each NPQ offered.”*

### Displayed Values:

- Target
  - Number derived from the targets set in the tender process.
- Actual
  - Count of unique courses per participant (each qualification type is only counted once for each participant).
- % Target
  - Actual divided by target to show performance as a percentage of the target value.
  - Values over 100% are used in order to display over-achievement.

### Considerations:

These values are grouped by qualification and the academic year of the participants’ course start date.

### Affecting Factors:

- Target value.
- Qualification type listed for a participant’s course.
- Course Start Date
- Qualification

### Scenarios:

- Target value is incorrect:
  - performance against target will not show an accurate percentage, please contact the QAA.
- Participant is incorrectly listed twice against the same qualification:
  - Only the first course record will count towards the recruitment metric.
- Participant is incorrectly listed twice against different qualifications:
  - The recruitment count will be increased (incorrectly)
- Participant defers their course:
  - Only the first course record will count towards the recruitment metric.
- Participant withdraws from the course:
  - The course record will count toward the metric unless their course is deleted from the system.
- Participant withdraws from the course and re-enrols later:
  - Only the first course record will count towards the recruitment metric.

## Metric 2

*Providers ensure that their allocated target of all those recruited are from schools where 30% or more pupils are known to be eligible for Free School Meals, for each NPQ level offered.*

### Displayed Values:

- Target
  - Percentage derived from the targets set in the tender process by the Department for Education.
  - Target number of courses – this is calculated by taking the target percentage and multiplying it by the number of courses recruited.
- Actual
  - Percentage of courses where the associated school has 30%+ FSM eligibility.
    - Count of courses from 30%+ FSM schools divided by the count of all recruited courses.
  - Actual number of courses.
    - Count of courses recruited from 30%+ FSM schools.
- % Target
  - Actual divided by target to show performance as a percentage of the target value.
  - Values over 100% are used in order to display over-achievement.

### Considerations:

These values are grouped by qualification and the academic year of the participants' course start date.

The FSM information is sourced from the Get Information About Schools (Edubase) dataset.

### Affecting Factors:

- Participant's School.
- Course Start Date
- Qualification

### Scenarios:

- If no School is linked to the course record in the system, then no FSM data can be associated with that participant and their programme.
- If the course is linked to a school overseas then no FSM data can be associated with that course as this information is not available.

## Metric 3

*Providers ensure that their allocated target of all those recruited are from non-white British groups, for each NPQ level offered.*

### Displayed Values

- Target
  - Percentage derived from the targets set in the tender process.
  - Target number of courses – this is calculated by taking the target percentage and multiplying it by the number of courses recruited.
- Actual
  - Percentage of courses where the participant's listed ethnicity is not 'English / Welsh / Scottish / Northern Irish / British' and not 'Not provided'.
    - Count of courses where the participant's listed ethnicity is not 'English / Welsh / Scottish / Northern Irish / British' and not 'Not provided', divided by the number of courses recruited.
  - Number of courses.
    - Count of courses where the participant's listed ethnicity is not 'English / Welsh / Scottish / Northern Irish / British' and not 'Not provided'.
- % Target
  - Actual divided by target to show performance as a percentage of the target value.
  - Values over 100% are used in order to display over-achievement.

### Considerations:

These values are grouped by qualification and the academic year of the Participants' course start date.

The ethnicities used are sourced from a government list which can be found here: <https://www.ethnicity-facts-figures.service.gov.uk/ethnic-groups>.

### Affecting Factors:

- Participant's Ethnicity.
- Course Start Date
- Qualification

### Scenarios:

- If a participant has no ethnicity listed against them in the system, or their ethnicity selection is 'Not Provided' then they cannot be considered as non-white British.

## Metric 4

*Providers ensure that at least 90% of participants present for final assessment within 18 months of formally commencing the programme.*

### Displayed Values

- Presented
  - The number of courses where a participant has presented for final assessment.
    - A participant has presented for final assessment for their course if they have submitted one assessment for NPQML/NPQSL, or both Tasks for NPQEL/NPQH.
- Within 18 months
  - The number of courses where a participant has presented for final assessment within 18 months of their course start date.
    - Course start date compared with the date of the final assessment submitted.
- % of Presented
  - Count of courses presented within 18 months, divided by count of all presented courses.

### Considerations:

These values are grouped by qualification and the academic year of the participants' course start date.

This calculation relies on the accuracy of assessment dates being entered in the system.

Two tasks are required to be submitted for NPQEL and NPQH courses to be deemed as presented for final assessment.

The outcome of the assessments is not considered for this metric.

### Affecting Factors:

- Assessment Submission Date
- Course Start Date
- Qualification

### Scenarios:

- If the Assessment Submission Date is missing, then the value will not be within 18 months.
- If the Assessment Submission Date or Course Start Date is incorrect then this metric will be skewed.

## Metric 5

*Providers ensure a 95% accuracy level for all their final assessments.*

### Displayed Values

- Assessment Count
  - The number of assessments submitted by participants.
- QAA Moderation
  - The Percentage of assessments that have been moderated by QAA.
  - Number of assessments that have been moderated by QAA.
- Accuracy %
  - The Percentage of assessments that have been deemed as secure.

### Considerations:

These values are grouped by qualification and the academic year of the participants' course start date.

This metric includes all assessment attempts regardless of outcome.

Task 1 and Task 2 are counted separately for NPQEL/NPQH.

### Affecting Factors:

- Assessment Submission Date
- Course Start Date
- Qualification
- QAA Moderation Outcome

### Scenarios:

- If a participant's assessment outcome is changed by internal moderation, QAA moderators will decide whether they agree with that outcome, rather than the initial assessment outcome.

## Metric 6

*Providers ensure that the aggregated mean rating across all participant feedback received is at least 6 out of 10.*

**This metric is not currently displayed in the Metric Report. The overall metric score is included in the participant survey responses and feedback report.**

## Metric 7

*Providers ensure that there is no significant difference in retention and achievement rates between different groups, for example, groups with protected characteristics or leaders from schools with different levels of performance.*

### Displayed Values

#### Retention:

- Started
  - The number of courses started
- Withdrawn
  - The number of courses started that are in 'Withdrawn' status
- Retention %
  - The percentage of all courses started that are not in 'Withdrawn' status.

#### Deferrals:

- Started
  - The number of courses started
- Deferred
  - The number of courses started that are in 'Deferred' status
- Deferred %
  - The percentage of all courses started that are in 'Deferred' status.

#### Achievement:

- Submitted
  - The number of courses where the participant has submitted for final assessment.
- Passed
  - The number of courses that are in 'Completed – Achieved' status.
- Achieved %
  - The number of courses with status 'Completed – Achieved', divided by the number of courses that have submitted for final assessment.

#### Considerations:

These values are grouped by qualification and the academic year of the participants' course start date.

A participant has presented for final assessment for their course if they have submitted one assessment for NPQML/NPQSL, or both Tasks for NPQEL/NPQH.

#### Affecting Factors:

- Course End Date
- Course Status
- Course Start Date
- Qualification
- Assessment submission

**Scenarios:**

- If a participant has successfully submitted for assessment and passed, but their course status is not set to 'Completed – Achieved' they will not be counted as 'Passed' for this metric.
- If the number of started courses is higher than the number of recruited Participants in Metric 1 – there is more than one course record for a Participant for the same qualification. Please look for duplicate courses in the Validation report if there should only be one course record.
- The number of courses showing as 'Passed' is less than the number of courses with status 'Completed – Achieved'. If a course status is 'Completed – Achieved' but no assessment record is linked to the course in the system, then the course will not count as 'Passed' for this metric. Please refer to the Validation report and look for the 'Status Completed Achieved no passed assessments' error message.
- If a participant defers their course after submitting for final assessment, their course will count as submitted but not achieved, which will lower the achievement percentage.
- If a participant withdraws from their course after submitting for final assessment, their course will count as submitted but not achieved, which will lower the achievement percentage.