

## EuropeActive Sanctions Policy

### **Introduction**

This policy is set in place for accredited Training Providers delivering EuropeActive approved discipline qualifications and who have refused and/or failed to meet aspects of assessment/delivery requirements and/or the standards set out by EuropeActive. It sets out the sanctions that EuropeActive may impose on Training Providers in such situations.

The EuropeActive verification team will refer to this policy when applying any sanctions, to ensure that there is consistency in the decisions being made.

### **Training Provider's responsibility**

It's important that any person involved in the delivery of EuropeActive approved discipline qualifications are fully aware of the contents of this policy and its possible implications should they refuse and/or fail to comply with the requirements specified by EuropeActive in relation to the assessment/delivery of those qualifications.

### **Ensuring standards are met**

EuropeActive has an overall responsibility to all students to ensure that Training Providers delivering their accredited discipline qualifications, do so in accordance with the recognised standards.

### **Level of sanctions**

EuropeActive has a range of sanctions that can be imposed on a Training Provider depending on the seriousness of the situation and, the level and previous history of the Training Provider's non-compliance.

That said, EuropeActive will endeavour to ensure that the application of a sanction(s) is the very last action to be imposed. It will rather, through Training Provider support and management, and the implementation of appropriate action plans, work with Training Providers to prevent situations arising that would warrant a sanction being imposed.

If sanctions are required then they will be applied depending on the nature of the situation. Details of the level of sanctions is as follows:

Level 1 Sanction	Level 2 Sanction	Level 3 Sanction
Suspension of specified or all discipline qualifications being delivered by the Training Provider.	Refusing student registrations to EREPS.	Removal of specified or all discipline qualifications approved to the Training Provider.

**List of sanctionable occurrences:**

This list of examples is not exhaustive:

- × Insufficient records to confirm assessment decisions
- × No internal verifier in place
- × Persistently bad marking of assessments
- × Failure to confirm to the conditions set for the internal marking of externally set theory papers
- × Refusal to allow access to premises and/or records to the EuropeActive External Verifiers or other approved staff
- × Evidence of fact that collusion has occurred
- × Suspected cases of maladministration/malpractice which are being investigated
- × Proven cases of maladministration/malpractice which have been investigated
- × Continual levels of outstanding actions that are deliberately being ignored
- × Certification claims made before students have completed the qualification(s)

Note: In all cases where a sanction has been imposed, the nature of the sanction and the rationale for its application will be communicated in writing to the Training Provider.

The Director of the Professional Standards Committee will authorise and impose the sanction in respect of all the above levels.