



ThinkTree Hub Accreditation Policy and Procedure for On-line Courses

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Introduction

This document outlines the policy for the ThinkTree Hub Accreditation service carried out on-line. This procedural document will outline the requirements and range of the service. Within this document it explains the accreditation approval process and outlines the on-line accreditation approval criteria.

ThinkTree Hub Accreditation service for on-line courses.

ThinkTree Hub is an international accreditation service, which recognise bespoke training programmes based on quality and standards of provision using on-line platforms for teaching, learning and assessment.

ThinkTree Hub will support, check and verify resources and training to meet the criteria set out. ThinkTree Hub will also provide some consultancy as required to ensure quality and standard are met.

The service for accreditation of on line courses is for unique and bespoke training programmes and courses that qualify learners at the end of its programme with certification of achievement. There must be clear on-line assessment provided in order to claim certification of the course.

We can provide an external verifier if necessary.

Why we offer an Accreditation service for on line courses

As of March 2020, due to the Coronavirus, COVID 19 ThinkTree Hub accreditation service has had to adapt and recognise the future of on line learning for theory and practical courses. We still maintain providers have to demonstrate their courses and programmes meet industry quality and standards, however the methodology, resources and technology applied can be adapted and used for competent assessment outcomes. The ThinkTree Hub stamp of approval and identifying with its logo will still ensure quality standards and professional value.

Who the Accreditation service for on-line courses is for

ThinkTree Hub accreditation service for on-line courses is available for a range of UK and International providers, which include; Private training providers, further education colleges, schools and employers.

Key criteria to be met in accordance to government guidelines.

- Meet all ThinkTree Accreditation process and practice.
- Prerequisite, student must already hold a recognised Level 3 qualification
- Comply to GDPR rules within practice
- Online assessment only carried out by course tutor/assessor with adequate qualification in subject area and a assessing qualification
- Assessments carried out on appropriate streaming platform with security measures in place i.e. Zoom, What's App, Face-time etc
- On-line assessment recording kept for external verification by ThinkTree for a minimum of 3 years
- Recorded consent and agreement from learner, client and any other involved in assessment
- All Govt guidelines met in respect of social distancing measures and working with those allowed to be in touch with (part of household, unless govt guidelines change)
- All and any modifications in accordance with govt guidelines to be adhered to.

6. Declaration

I declare that:

- I agree to follow the accreditation approval including on-line policy where applicable
- I am authorised to sign this declaration and the information contained in this application is correct, current and complete, including for any on-line courses;
- The Provider will inform ThinkTree Hub if there are any changes to the information provided in this application;
- As the provider I take full responsibility for any concerns, complaints and course delivery and materials used.
- Payments £275 per year or £500 per 2 years, for further information please contact info@thinktreehub.com