|  |  |  |  |
| --- | --- | --- | --- |
| **Programme Name****Teaching Institution** |  | **Programme Manager** | **Academic Year** |
| **Section 1** |
| **Review of key points from QIP***Consideration of the QIP plus any recommendations from validation* |
| Item | Action | Evidence  | Evaluation (e.g. did it work, what further actions are you going to take) |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |
| 4 |  |  |  |
|  |
| **Section 2** |
| **Recruitment, retention, progression and achievement by students***Comments on any particular trends noted during the year. Data to be taken from the Programme Dashboard. Include a rolling table to include previous years’ data*  |
|

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | 2015 | 2016 | 2017 | 2018 | 2019 | Comments |
| Recruitment |  |  |  |  |  |  |
| Retention |  |  |  |  |  |  |
| Progression |  |  |  |  |  |  |
| Achievement |  |  |  |  |  |  |

 |
| **Section 3** |
| **Responding to feedback** *Including commendations, successes, trends and areas requiring further action (at Programme, School or University level).*  |
| Item | Focus/Topic | Comment |
| External Examiners |  |  |
| Students |  |  |
| Staff |  |  |
| PSRBs (if applicable) |  |  |
| Other  |  |  |
|  |
| **Section 4** |
| **Employability, placements and work based learning***Please refer to DLHE results in your evidence.*  |
| Item | Focus | Comment |  |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |
| 4 |  |  |  |
|  |
| **Section 5** |
| **Curriculum Validity and Currency (Learning Support)***Evaluation of the continuing effectiveness, currency and validity of the curriculum and of assessment in relation to the intended learning outcomes of the programme. This will include the provision of learning support and learning resources. Please cross reference to previous sections as appropriate* |
| Item | Focus | Comment |  |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |
| 4 |  |  |  |
|  |
| **Section 6** |
| **Resource Development and Risk** *Any staff, including support, needs.* |
| Item | Focus | Comment |  |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |
| 4 |  |  |  |

**Action plan - QIP**

|  |  |  |  |
| --- | --- | --- | --- |
| **Recommendations for further changes required** | **Action** | **Responsibility** | **Timescale** |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |
| 4 |  |  |  |

Signed Head of School Date

Programme Manager Date