

Mary Pugsley MBE

Director, HAIR AT THE ACADEMY



Internal Quality Assurance Plan & Policy

Written by Mary Pugsley MBE

Last reviewed 18/04/2025

Next review date 17/04/2026

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Registered office: 8 Feltrim Avenue, Exeter, Devon, EX2 4RP, UKPN 10047420.

IQA Plan

The following plan is in place for the forthcoming year with regard to current qualifications, Assessors and Learners.

Victoria Fricker will IQA the following Qualifications-

Level 2 Diploma in Beauty Services

Level 2 Diploma in Hair and Media Make-Up

Level 2 Certificate in Barbering

Level 3 Diploma in Hairdressing

Level 1 Certificate in Customer Service

Jody Manester will IQA the following Qualifications-

Level 1 Certificate- an Introduction to the hair and beauty sector

Level 2 Award in LED Gel Polish

Level 2 Certificate in Developing Employability Skills

Level 2 Award in Hair and Beauty Skills

Level 3 Certificate in Barbering

Level 2 Diploma in Barbering

Level 2 Diploma in women's and men's hairdressing

Level 1 Certificate in Customer Service

Rhi Belcher – Assessor is a new assessor and is currently being 100% IQA'd to be reviewed in Sept 2025 after the EQA Visit.

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All portfolios other than those being assessed by Rhi will be sampled at least 10% of the units covered and set out on the sampling plans.

Any units that are not completed (not at summative completion) assessments will be sampled when more than 50% of the practical and written have been achieved.

Regular reviews and standardisation will take place with all of the assessors and teaching team every 3 months approximately and a standardisation exercise will be covered.

The portfolio will have a final check before being certificated by Victoria Fricker or Jody Manester.

Any assessor not agreeing with the IQA's decision will be signposted to Mary Pugsley and then escalated to VTCT for their input and advice.

Signed: Victoria Fricker

Date:

Signed: Jody Manester

Date:

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