



Christine Brown  
Responsible Officer  
AoFA Qualifications

## Special Condition

The Office of Qualifications and Examinations Regulation (Ofqual), in accordance with its powers under section 132(3)(d) of the Apprenticeships, Skills, Children and Learning Act 2009 (ASCLA) has imposed the following Special Conditions on AoFA Qualifications (AoFAQ).

### Special Conditions

- AOFAQ 1.1. AOFAQ must not issue any result or certificate in respect of any qualification, other than as specified by this Condition;
- AOFAQ 1.2. Results and / or certificates may be issued to specified Learners where the issue of those results and / or certificates is authorised in writing by the Executive Director for Vocational and Technical Qualifications;
- AOFAQ 1.3. AOFAQ may at any time apply for authorisation. Every such application must be accompanied by evidence demonstrating that AOFAQ is appropriately assured in respect of the accuracy of any results and that the Learners have a valid entitlement to the certificate;
- AOFAQ 1.4. The Executive Director shall authorise the issue of results and certificates where AOFAQ demonstrates to his satisfaction that it is appropriately assured.
- AOFAQ 2.1. AOFAQ must provide Ofqual with monthly updates on its EQA Centre visits and any changes it makes to its Centre risk ratings.
- AOFAQ 2.2. Every such update must be accompanied by evidence demonstrating that AOFAQ is appropriately assured that the arrangements it has in place with its Centres enable AOFAQ to develop, deliver and award qualifications in accordance with its Conditions of Recognition.

- AOFAQ 2.3 The first update must be provided in writing to Ofqual by **4pm on 1 April 2019** and thereafter, on the first working day of every month until further notice.
- AOFAQ 3.1. AOFAQ must promptly notify Ofqual of any change, or likely change, in the size and / or competence of its workforce which it has cause to believe is likely to impact on its capacity to undertake the development, delivery and award of qualifications which it makes available, or proposes to make available, in accordance with its Conditions of Recognition.
- AOFAQ 3.2. In circumstances where Condition AOFAQ 3.1 is engaged, AOFAQ must promptly notify Ofqual of the actions it has taken, or proposes to take, in order to address any shortcomings in its capacity. This must include a time-scale by which AOFAQ expects to be in a position to retain a workforce of appropriate size and competence.
- AOFAQ 4.1 AOFAQ must have regard to any guidance and / or comply with any Notice given under these Conditions.

Signed: ...P Beach..... Dated: 28 February 2019

**Phil Beach**  
**Executive Director for Vocational and Technical Qualifications**

**Note:**

1. Ofqual will publish these Special Conditions, either fully or in part, on its website, [www.ofqual.gov.uk](http://www.ofqual.gov.uk).
2. Ofqual may amend or revoke this Special Condition by giving notice of its intention and considering any representations you may wish to make.
3. We will review this Special Condition on or before **3 June 2019** to determine whether it should continue to be in place.
4. In the event that we take enforcement action we may consider taking alternative regulatory action and may also seek to recover our costs.
5. You may request a review of the decision to impose a Special Condition within 10 working days of the date of this determination. The request must be in writing, marked for the attention of Rosalind Jackson, Associate Director, Legal Moderation and Enforcement and sent by email to: [enforcement@ofqual.gov.uk](mailto:enforcement@ofqual.gov.uk)
6. A review may be requested on the following grounds only:
  - The facts of the decision for imposing a Special Condition are incorrect;
  - A relevant fact has not been taken into account;
  - Ofqual has not followed its own procedures, or
  - The decision to impose a Special Condition does not support the facts, an unreasonable decision.
7. Any review will be carried out by an officer of Ofqual who has had no previous involvement in your matter.