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**Learning Organisation Approval Panel Visit Agenda**

## [Insert name of Learning Organisation]

## [Insert date of Visit]

## \*Please note times provided on template are an example and can be amended\*

## 08:30-10:30 (Learning Organisation Approval Panel Members) via [in person or MS teams]

## 08:30-10:00 (Learning Organisation Representatives) via [in person or MS teams]

Learning Organisation Approval Panel Members (to attend PART 1 and PART 2):

Learning Organisation Representatives (to attend PART 1 only):

Apologies:

Agenda

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Time** | **Agenda Item** | **Lead** | **Paper** |
| **PART 1 (08:30 – 10:00)** | | | | |
| 1 | 08:30 | Welcome & Apologies | Chair |  |
| 2 | 08:35 | Declarations of Interests | Chair |  |
| 3 | 08:40 | Background | Chair |  |
| 4 | 08:45 | Application Form – Section 1  LEARNING ENVIRONMENT AND CULTURE | ALL |  |
| 5 | 08:55 | Application Form – Section 2  EDUCATIONAL GOVERNANCE and COMMITMENT TO QUALITY | ALL |  |
| 6 | 09:05 | Application Form – Section 3  DEVELOPING AND SUPPORTING LEARNERS | ALL |  |
| 7 | 09:15 | Application Form – Section 4  DEVELOPING AND SUPPORTING SUPERVISORS | ALL |  |
|  | **09:25** | **Comfort break** |  |  |
| 8 | 09:35 | Application Form – Section 5  DELIVERING PROGRAMMES AND CURRICULA | ALL |  |
| 9 | 09:45 | Application Form – Section 6  DEVELOPING A SUSTAINABLE WORKFORCE | ALL |  |
| 10 | 09:55 | Concluding Comments | Chair |  |
| **PART 2 (10:00 – 10:30)** | | | | |
| 11 | 10:00 | Agree Outcomes | Approval Panel Members |  |
| **12** | **10:30** | **Close** | **Chair** |  |