

National Qualifications Framework - Edexcel Level 2 NVQ in Providing Security Services

Automatic Approval Process and Frequently Asked Questions

Part One - AUTOMATIC APPROVAL PROCESS - KEY INFORMATION

What happens next?

The following qualifications are being replaced.

NVQ titles being replaced	Last Registration	Last Certification
Q5000097 - Edexcel Level 2 NVQ in Providing Security Services	31 Dec 2008	31 Dec 2010
Q5000098 - Edexcel Level 2 NVQ in Providing Security Services (Static and Patrol Guarding)	31 Dec 2008	31 Dec 2010
Q5000099 - Edexcel Level 2 NVQ in Providing Security Services (Events Security)	31 Dec 2008	31 Dec 2010
Q5000100 - Edexcel Level 2 NVQ in Providing Security Services (Door Supervision)	31 Dec 2008	31 Dec 2010
Q5000101 - Edexcel Level 2 NVQ in Providing Security Services (Retail Security)	31 Dec 2008	31 Dec 2010
Q5000102 - Edexcel Level 2 NVQ in Providing Security Services (Reception Security)	31 Dec 2008	31 Dec 2010
Q5000103 - Edexcel Level 2 NVQ in Providing Security Services (CCTV Operation)	31 Dec 2008	31 Dec 2010

The following are the replacement NVQ titles and Q numbers:

Q5000395 - Edexcel Level 2 NVQ in Providing Security Services

Q5000396 - Edexcel Level 2 NVQ in Providing Security Services (Static and Patrol Guarding)

Q5000397 - Edexcel Level 2 NVQ in Providing Security Services (Events Security)

Q5000398 - Edexcel Level 2 NVQ in Providing Security Services (Door Supervision)

Q5000399 - Edexcel Level 2 NVQ in Providing Security Services (Retail Security)

Q5000400 - Edexcel Level 2 NVQ in Providing Security Services (Reception Security)

Q5000401 - Edexcel Level 2 NVQ in Providing Security Services (CCTV Operation)

The Qualification Accreditation Number (QAN) for all the new titles listed above is 500/5616/5

If you meet the following criteria for the current NVQs, you are entitled to automatic approval for the equivalent replacement NVQs.

Criteria for Automatic Approval:

- Centres approved within the previous 6 months for the NVQs being replaced will receive Automatic Approval for the new NVQs (as they have recently been through the rigorous approval process).
- Centres approved over 6 months ago for the NVQs being replaced, will receive Automatic Approval for the new NVQs, if they fulfil both the following eligibility requirements:
 - having registered candidates on the replaced NVQ within the last two years
 - having received a sanction level 2 or lower reported on the e-QRF for the replaced NVQ within the last year.

How do I obtain a copy of my centre's approved qualification structures?

To obtain a copy of the qualification structures you will need to access your 'programme definitions' through your Edexcel Online account and select the NVQ tab,

- Go to Qualifications on the left hand side
- Select Reports where you will be asked to select programme definitions.
- Select the programmes from the 'Currently Approved Award Codes' option and submit.

The programme definitions are sent to your Edexcel Online mailbox. You can access this by clicking on "mailbox" at the top of the Edexcel Online screen. Please ensure that copies of the programme definitions are distributed to all relevant personnel, as they contain important administrative and course delivery information.

If my centre does not meet the automatic approval criteria outlined on the previous page, what do I need to do to seek approval?

If your centre does not meet the criteria outlined above or you wish to apply for an NVQ title where there was no previous provision, a member of the relevant Edexcel regional team can support and assist your centre in the completion of the approvals application process

Please contact your Regional Office to put you in contact with an appropriate member of the Edexcel regional team.

Contact details of your Edexcel Regional Office can be found in the Contact Section of the Edexcel Information Manual.

You will need to complete and return a NVQ QA form to BTEC Approvals. If you have any queries relating to this process, please email approvals@edexcel.org.uk

The NVQ QA form and guidance can be found on the Edexcel website - [NVQ Qualification Approval \(NVQ QA\)](#)

If my centre has been given automatic approval to offer the new NVQs, but does not wish to have approval to offer them, what do I need to do to withdraw approval?

If your centre does not wish to offer the new NVQ for which your centre has been given automatic approval and would like approval to be withdrawn, please write to:

Quality Standards Team
One90 High Holborn
London
WC1V 7BH

Requests for further advice and queries about approval may be directed to:
approvals@edexcel.org.uk

Part Two - GENERAL FREQUENTLY ASKED QUESTIONS

How will this new qualification access funding?

This new Edexcel NVQ qualifications will be listed on the current DCSF Funding Lists (Section 96 and 97 as appropriate) and subsequent DCSF update circulars.

The replaced Edexcel NVQ titles listed in part 1 above, which expired on 31 December 2008, will no longer attract public funding as of that date. Please note that candidates already registered with Edexcel on these NVQ titles will be funded to complete their programme.

It is appreciated that centres in Wales and Northern Ireland operate under different funding arrangements; please contact your Edexcel Regional Office if you have particular queries (see below).

For Centres in Wales:

Cardiff Regional Office
Unit C
Fairway House
Links Business Park
St Mellons
Cardiff
CF3 0LT

For Centres in Northern Ireland:

Bristol Regional Office
Cribbs Business Centre
Hollywood Lane
Cribbs Causeway
Bristol
BS10 7TW

Tel: 0292 079 4865
Fax: 0292 036 2830

Tel: 0117 950 1908
Fax: 0117 950 1115

Where can we obtain copies of the DfES funding listings?

For funding information please see the LSC Learning Aims Database (<http://providers.lsc.gov.uk/lad/default.asp>).

Why is there a change in qualification coding?

The regulator has changed the way in which they code NVQs accredited to the National Qualifications Framework (NQF). Instead of the previous system of allocating Q numbers for each NVQ they now allocate a Qualification Accreditation Number (QAN), which consists of an eight figure number. In addition, individual units are no longer allocated a U number, but instead start with a letter and then seven digits.

The new style of coding will run alongside the old, which remains valid in relation to existing NVQ Qualifications and NVQ units that have previously been allocated Q and U numbers.

Edexcel systems will continue to use Q numbers for NVQ approvals and registrations. For qualifications and units allocated QAN codes we will generate unique Q and U numbers, beginning with 'Q5' and 'U5' respectively, these Edexcel codes should be used when completing all Edexcel documentation.

The Edexcel generated codes will not appear on certificates; these will be linked to the NQF QAN codes, which will appear on all certification. All other forms from other bodies relating to NVQs (e.g. for funding) should be completed using the NQF QAN codes.

The qualification accreditation number needed to apply for funding is stated below the new titles on page 1 of this document.

When can we register candidates on the revised Edexcel NVQ programme?

You may register candidates from **1 January 2009** onwards, provided that you have either:

- Received an automatic approval letter
- Received a letter of approval from Edexcel following a full application using the NVQ QA Application Form.

Information about registration arrangements are given in the Edexcel Information Manual which is on the Edexcel website at [Edexcel Information Manual](#)

Can I advertise and market the new qualifications?

Yes, if you have received an automatic approval letter or if you have received your approval letter following submission of the NVQ QA Application Form. If you have applied via the NVQ QA but are still awaiting your formal Approval Letter, then any marketing must make it clear that you are awaiting approval from Edexcel. Candidates must be made aware of the exact, correct title of the qualification they are working towards.

What support materials will be available?

The following products will be available.

Code	Title	Media	When available
n/a	Edexcel Level 2 NVQ in Providing Security Services - Sector Guidance for Centres	Electronic (website)	January/February 2009
N020706	Edexcel Level 2 NVQ in Providing Security Services – Logbook for Candidates	Electronic (website) Hard copy	January/February 2009

Part Three - NVQ SPECIFIC FREQUENTLY ASKED QUESTIONS AND ISSUES

Why has the NVQ changed?

The occupational standards have been revised to make sure that they are up-to-date with current industry practice, and so the NVQ has had to change as well.

What has stayed the same?

Candidates still have to complete a total of eight units. The same specialist pathways also exist.

What are the main changes?

Many of the previous units have been retained but have been updated (sometimes with a change in unit code (eg SLP14 has become CTV13).

The choice of optional units has been expanded from 16 to 23, which includes new units on keyholding (SLP 50 and SLP 51), lost property (SLP 22) the environment (HSS 7), legislation (SLP 25), and liaison with other services (AG12).

The qualification can now be taken by people aged 16 and above, rather than 19 plus. However, if they are performing security functions for which they need an SIA licence, then they will in practice need to be aged over 18. Please refer to the SIA for further information on this.

Will candidates already registered for the existing NVQs be able to transfer registration?

Candidates will not be able to use as part of the structure of the new NVQs any units that they have achieved within the expired NVQs, although they may well be able to use the evidence they have acquired, through the usual APL route. The Edexcel policy on the Accreditation of Prior Learning (APL) is available on the Edexcel website: [Policy on Accreditation of Prior Learning](#).