

1st4sport Qualifications Position Statement

Centre/Qualification Recognition Withdrawal

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Scope

This position statement will provide guidance for recognised centres who wish to withdraw from the delivery of any 1st4sport qualifications and therefore it applies to 1st4sport staff, external quality assurers and recognised centres.

This Position Statement should be read in conjunction with the 1st4sport Qualifications Scope of Recognition Statement¹.

Objective

The objective of this position statement is to provide recognised centres with the process for withdrawing from the delivery of 1st4sport qualifications. It covers the following areas:

- Definition of withdrawal
- 1st4sport Qualifications process for a centre wishing to withdraw from delivery of a qualification or qualifications

Definition

Withdrawal in this context is the intention of a recognised centre to withdraw from offering one or more 1st4sport qualifications. Should a centre want to withdraw from offering any 1st4sport qualifications then this will result in the withdrawal of centre recognition status.

¹ This can be found on the 1st4sport Qualifications website – www.1st4sportqualifications.com – in the 'About us' section.

Process for withdrawal from the delivery of a qualification

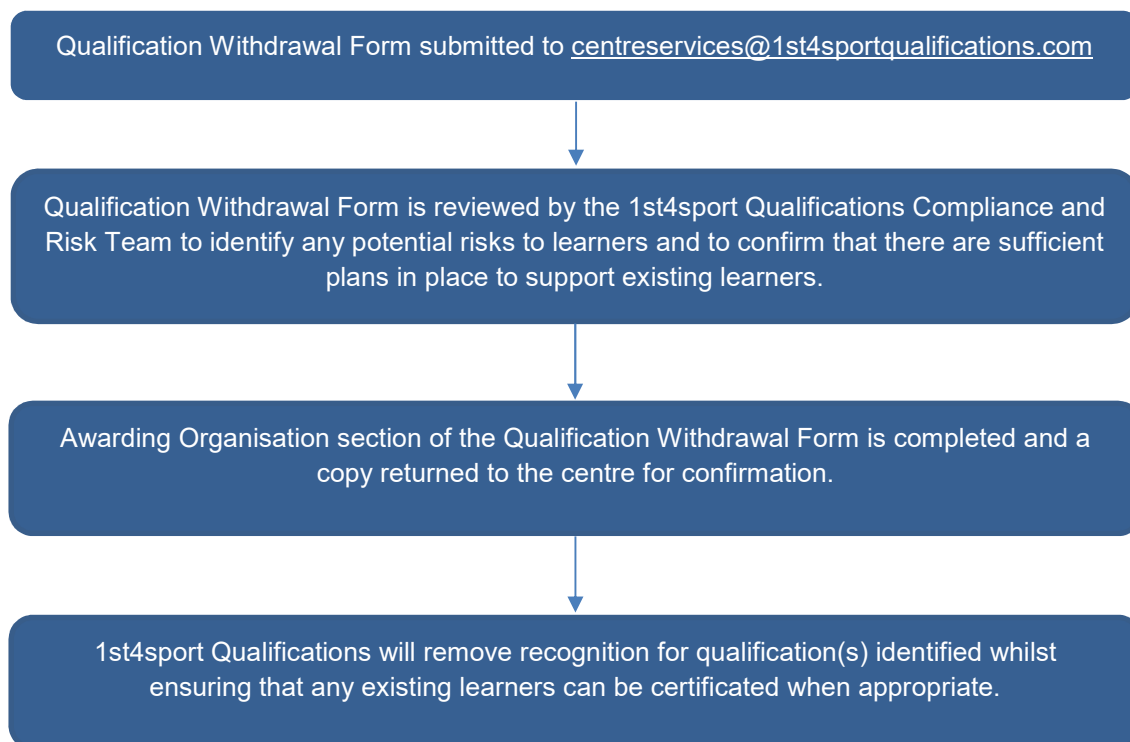
When a recognised centre wishes to withdraw from the delivery of one or more 1st4sport qualifications the process below should be followed to inform 1st4sport Qualifications.

The centre should complete the Qualification Withdrawal Form detailing the qualification(s) that they wish to withdraw from, the reason for the withdrawal and the plan they have to support any learners currently registered on the qualification(s)².

If a centre wishes to withdraw from the delivery of all qualifications within their remit then the centre status will be withdrawn. Should the centre wish to recommence delivery they would have to complete the full centre recognition process (including payment of the new centre recognition fee).

Completed withdrawal forms need to be submitted to:

centreservices@1st4sportqualification.com



² A recognised centre has responsibility for all learners registered with them for the duration of their registration period.

Version control

Version number	Date	Comments
V1	May 2018	New Document
V2	July 2019	Review of document. Correction of typos. Clarification of centre responsibilities.