



QUALITY TIP

When do I need to complete a Training and Assessment Strategy?

You need to make sure that the TAS is an accurate reflection of the current delivery and assessment EACH TIME the qualification is delivered to a new client group.

This means you need to check and make sure the units are accurate, the lecturers are still current, the time table is the relevant one etc.

Where there has been little or no change a simple “save as” and some changes to delivery and assessment dates are fine. Where there have been significant changes these need to be reflected in the LAS.

Do I need a separate TAS for each mode of delivery?

Different modes of delivery can be identified on the same TAS. It is recommended that a separate TAS be developed where modes of delivery mean that the way a qualification is delivered or packaged will be significantly different however it is NOT compulsory.

What do I include in the ‘legislation’ section of the TAS?

The specific legislation that needs to be considered in the delivery and assessment of the qualification must be identified in the “legislation” section of the TAS.

This involves looking at the individual units to identify what legislation is required. You can usually find this in the Required Knowledge section of the unit outline.

Where any specific license or registration needs to be obtained or maintained this should also be included.

What do I include in the ‘resources’ section of the TAS?

Each unit needs to be examined to find out what resources are needed to deliver the unit.

This might include things such as specific pieces of equipment, a workplace, specific technology, workplace policies, documents, procedures, clients etc. Each of these things must be documented on the TAS.