

How does the Laser support you for an Ofsted evaluation?

We understand how daunting the thought of an Ofsted inspection can be, and many of our staff have successfully completed inspections as part of a UK training provider in the recent past. This document gives you an outline of areas the Laser e-portfolio and learning resources (or Laser Lessons if you are not using the Laser e-portfolio) can be beneficial to you at Ofsted inspection.

Effectiveness of leadership and management

161.

- Make use of our CPD short courses to develop your staff team in everything from First Time Leadership and Management to Managing Safeguarding
- Use Laser Stats Reports to regularly analyse learner progress and how trainers are using their time to support learners on the Laser
- Collate feedback for your self-assessment plan from learners and workplace managers/mentors using our online progress reviews and My Voice surveys
- Laser learning resources are available for English and Maths, and using Laser learning resources automatically aids learners in developing their English skills as they read new material and contribute to assessment activities
- Use Laser Stats Reports to create custom reports to track specific groups of learners to ensure no learner is left disadvantaged
- Upload your own documentation to the Library or the Laser ILP for learners as one form of career guidance
- Laser learning resources are inclusive and diverse, using video Good Practice Examples and Think and Challenge activities to demonstrate how learning is applicable to a diverse group of individuals, and to help engage learners by identifying their own backgrounds, race, and experiences within our learning resources
- Link your workplans and support to each learner's initial assessment uploaded to the Laser to identify any additional needs and to outline how additional support can be provided. Log additional support given on the learner's ILP log or via Laser Mail when necessary.
- Make use of our Fundamental British Values CPD short course
- Make use of our The Prevent Duty CPD short course

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- Make use of our Safeguarding CPD short courses
- Upload safeguarding guidance and documentation for both learners and staff to the Library so it can be accessed by the appropriate user
- Ensure trainers and tutors upload their certificates and achievements to the CPD section of the Laser e-portfolio

Quality of Teaching, Learning and Assessment

168.

- Laser learning resources provide professional quality resources for all your learners to access through the Laser. This includes filmed tutorials with additional written script for those who are hard of hearing, reading from a variety of sources all accessed online, a presentation which gives more information on a certain aspect of the learning outcome, good practice example videos, evidence opportunity activities, extended learning for learners who want to find out more about a subject area or to challenge themselves, a think and challenge activity which asks learners to put their learning to use in a real-life scenario.
- The Laser e-portfolio shows the learner and trainer each learning outcome as they are working towards it, as well as providing the handbook for the qualification
- Laser learning resources are updated regularly by the Laser content team to reflect changes to legislation and best practice
- Upload your own learning materials to the Library to be accessed by learners and staff
- Make use of our online progress reviews for learners, workplace, and trainer
- Trainers can create their own custom stats reports to regularly generate reports on their learners' progress
- Use stats reports to inform those involved in the learner's learning journey of their progress
- The Laser collates all feedback and communication in one place to show how a learner has been supported from sending in their start-up paperwork to certification and beyond
- Using an e-portfolio system automatically develops each learner's ICT skills

170.

- Upload minutes and documentation from standardisation meetings to the Minutes section of the Laser

Personal development, behaviour and welfare

172.

- Encourage learners to upload certificates of achievement to the CPD section of their Laser e-portfolio (if applicable)
- Make use of our Equality and Diversity in Education CPD short course
- Make use of our Keeping Children Safe on the Internet CPD short course (if applicable)
- Make us of our SEN CPD short courses
- Upload appropriate employability skills documentation to the Library for learners to access
- Learners can contact their trainer using Laser Mail if they have any concerns and these communications are not seen by workplace employees or managers
- Learners can easily move on to another qualification to extend their skills on the Laser if this is available to them
- Track learner time on Laser and areas accessed in terms of participation
- Laser learning resources are inclusive and diverse, using video Good Practice Examples and Think and Challenge activities to demonstrate how learning is applicable to a diverse group of individuals, and to help engage learners by identifying their own backgrounds, race, and experiences within our learning resources
- Use progress reviews to assess learner's behaviour and their feelings towards their own learning experience and workplace experience (if applicable)

Outcomes for learners

176.

- Use custom stats reports to track learner progress and specific groups of learners' progress
- Use progress reviews to track achievements
- Laser learning resources extended learning and evidence opportunity activities allow learners to extend themselves in areas they wish and to submit further work to their trainer if they would like to
- RAG (red, amber, green) code learners so both learners and trainers know whether they are on track to achieve on time
- Learners feel a sense of achievement as they watch their progress bar increase as their work is marked as competent
- Upload evidence of learner outcomes to their Laser ILP, such as going on to achieve a further qualification, into further training, promotions, and new job roles
- Use Laser e-portfolio My Voice surveys to gain insight into how a learner views their qualification once complete and how they feel it will benefit their future career prospects

Apprenticeships

189.

- Upload apprenticeship plans to the learner's ILP
- Ensure workplace managers/mentors make the most of their secure Laser login and contribute to the learner's ILP log with updates, as well as progress reviews
- Ensure workplace managers/mentors complete the My Voice surveys so you can gather information and feedback
- Ensure trainers and tutors upload their certificates and achievements to the CPD section of the Laser e-portfolio
- Laser learning resources are available for English and Maths, and using Laser learning resources automatically aids learners in developing their English skills as they read new material and contribute to assessment activities
- Using an e-portfolio automatically develops a learner's ICT skills