



REPORT

Audit report: SP Walia Pty Ltd

RTO number:	52785
CRICOS number:	N/A
Date/s of audit:	30 Jan 2020
Date report created:	3 February 2020
Date report updated:	18/02/2020

Organisation details

Organisation's legal name:	SP Walia Pty Ltd
Trading name/s:	The Inner World of Teaching Federation Academy Federation college Federation College
RTO number:	52785
CRICOS number:	N/A

Audit team

Lead auditor:	Tegan Watson
Auditor/s:	N/A

Audit details

Application number/s:	ADDVET0031515
Audit number/s:	AUDREC0009855
Audit reason/s:	Application - Change
Address of site/s visited:	Suite 2 Level 3, 131 Leichhardt St SPRING HILL QLD 4000 Australia
Date/s of audit:	30 Jan 2020 - 30 Jan 2020
Organisation's contact for audit:	Venetia Pereira CEO venetia@federationacademy.edu.au 1300202266

Original finding at time of audit

Audit finding: Concerning non-compliance

Report completed by: Tegan Watson

Practice	Standards for RTOs	Finding
Marketing/Recruitment Practices	4.1	Compliant
Enrolment	5.1, 5.2, 5.3, 7.3	Compliant
Support and Progression	1.7	Compliant
Training and Assessment	1.1*, 1.2*, 1.3, 1.8*, 1.13*, 1.14, 1.15, 1.16	Not compliant
Completion	3.1	Compliant
Regulatory Compliance / Governance	2.3, 2.4, 8.2	Compliant

*Indicates a non-compliant clause

Audit finding following analysis of additional evidence

Audit finding following analysis of additional evidence provided on 17/02/2020: Minor non-compliance

Report completed by: Tegan Watson

Practice	Standards for RTOs	Finding
Training and Assessment	1.1, 1.2, 1.8, 1.13*	Not compliant

*Indicates a non-compliant clause

Background

Summary of organisation and management structure:

- Organisation gained initial registration under Western Australian Training Accreditation Council in May 2016, and then moved to Queensland in January 2019.
- The organisation consist of a CEO assisted by an Operations & Compliance Manager and an Academic Coordinator.

Scope of organisation's registration:

- CHC30113 Certificate III in Early Childhood Education and Care
- CHC40113 Certificate IV in School Age Education and Care
- CHC50113 Diploma of Early Childhood Education and Care

Suburb and state of all delivery sites:

- QLD

Third party usage:

- N/A

Core clients/target groups:

- Students already in the workplace looking to upskill

Training Revenue (Funded or fee for service):

- Fee for service

Total number of current enrolments in the organisation as at audit date:

- 0

In preparing the audit report, consideration has been given and reference made, where relevant, to:

- Information provided by students as part of a student survey or interview.
- Information provided directly by SP Walia Pty Ltd to ASQA.
- Existing information and records held by ASQA concerning SP Walia Pty Ltd.
- Information provided to ASQA's auditors and documentation reviewed during the site audit of SP Walia Pty Ltd conducted on 30 January 2020.
- Other publicly available information - including but not limited to, information published on the organisation's and third-party websites.

Audit Sample

Training Products	Mode/s of delivery/assessment*	Current enrolments
<i>CHC50113 Diploma of Early Childhood Education and Care</i>	Classroom	0

<i>SIT30616 Certificate III in Hospitality</i>	Mixed	0
<i>SIT40416 Certificate IV in Hospitality</i>	Mixed	0
<i>SIT40516 Certificate IV in Commercial Cookery</i>	Mixed	0
<i>SIT50416 Diploma of Hospitality Management</i>	Mixed	0

*Apprenticeship, Traineeship, Face to face, Distance, Online, Workplace, Mixed, Other (specify)

Interviewees

Name	Position	Training products
Mel Dsouza	Operations & Compliance Manager	N/A
Merrilee Taylor	Academic Coordinator	N/A

About this Report

This report details findings against the *Standards for Registered Training Organisations (RTOs) 2015* (Standards for RTOs). If non-compliance has been identified, this report describes evidence of the non-compliance.

Where non-compliance has been identified, the Registered Training Organisation is accountable for identifying and correcting non-compliant practices and behaviours, particularly those that have had a negative impact on learners.

Correcting a non-compliance may require:

- correcting a process or system that has led to the non-compliance, and implementing a revised process or system
- identifying the impact on learners and carrying out remedial action for current and past learners

Original action required by Organisation

SP Walia Pty Ltd did not meet all requirements for clauses 1.1, 1.2, 1.8 and 1.13.

The organisation is required to provide evidence that demonstrates:

Training and assessment

Standards for RTOs Clause 1.1 and 1.2

- the organisation has corrected its training and assessment practices for future students to ensure they meet the requirements of the training product, including the amount of training provided

Standards for RTOs Clause 1.8

- the organisation has corrected its assessment system (to comply with Clause 1.8) for future students and has systems in place to ensure it is this system that is applied. The evidence to be provided must:
 - include the full suite of assessment tools (including RPL) for each unit of competency identified as non-compliant
 - demonstrate the organisation will implement an assessment system that ensures assessment:
 - complies with the assessment requirements of the relevant training product(s)
 - will be conducted in accordance with the Principles of Assessment and Rules of evidence.

Standards for RTOs Clauses 1.13 – 1.20

- the organisation now has appropriate processes to ensure it only uses trainers/assessors meet the requirements of the standards to provide training and assessment (Clause 1.13-1.20)
- the trainers/assessors currently used by the organisation meet the requirements of the standards (Clause 1.13-1.20)

Audit finding following analysis of additional evidence

Following analysis of additional evidence provided by SP Walia Pty Ltd on 17/02/2020, the organisation:

- provided sufficient evidence to demonstrate compliance with:
Standards for RTOs:
1.1
1.2
1.8
- remains not compliant with:
Standards for RTOs:
1.13

Refer to analysis of additional evidence detailed under each clause in this report for further information.

Areas of non-compliance

Training and Assessment

Training Delivery and Assessment

Standards for RTOs Clause 1.1

Original Finding: Not compliant

Finding following additional evidence: Compliant

The RTO’s training and assessment strategies and practices, including the amount of training they provide, are consistent with the requirements of training packages and VET accredited courses and enable each learner to meet the requirements for each unit of competency or module in which they are enrolled.

Standards for RTOs Clause 1.2

Original Finding: Not compliant

Finding following additional evidence: Compliant

For the purposes of Clause 1.1, the RTO determines the amount of training they provide to each learner with regard to:

- a) the existing skills, knowledge and the experience of the learner;
- b) the mode of delivery; and
- c) where a full qualification is not being delivered, the number of units and/or modules being delivered as a proportion of the full qualification.

CHC50113 Diploma of Early Childhood Education and Care

SIT30616 Certificate III in Hospitality
SIT40416 Certificate IV in Hospitality
SIT40516 Certificate IV in Commercial Cookery
SIT50416 Diploma of Hospitality Management

- The following evidence was reviewed:
 - Training and assessment strategies
- The organisation's documented training and assessment strategy does not separate training from assessment; therefore, it cannot be confirmed what the actual amount of training is.

Analysis of additional evidence

CHC50113 Diploma of Early Childhood Education and Care
SIT30616 Certificate III in Hospitality
SIT40416 Certificate IV in Hospitality
SIT40516 Certificate IV in Commercial Cookery
SIT50416 Diploma of Hospitality Management

- The following additional evidence was reviewed:
 - Training and assessment strategies
- The organisation has addressed the non-compliance for future students.

Standards for RTOs Clause 1.8	
	<i>Original Finding: Not compliant</i>
	<i>Finding following additional evidence: Compliant</i>
The RTO implements an assessment system that ensures that assessment (including recognition of prior learning):	
a) complies with the assessment requirements of the relevant training package or VET accredited course; and	
b) is conducted in accordance with the Principles of Assessment contained in Table 1.8-1 and the Rules of Evidence contained in Table 1.8-2.	
Table 1.8.1 Principles of Assessment	
Fairness	The individual learner's needs are considered in the assessment process. Where appropriate, reasonable adjustments are applied by the RTO to take into account the individual learner's needs. The RTO informs the learner about the assessment process, and provides the learner with the opportunity to challenge the result of the assessment and be reassessed if necessary.
Flexibility	Assessment is flexible to the individual learner by: <ul style="list-style-type: none"> • reflecting the learner's needs; • assessing competencies held by the learner no matter how or where they have been acquired; and • drawing from a range of assessment methods and using those that are appropriate to the context, the unit of competency and associated assessment requirements, and the individual.

Validity	Any assessment decision of the RTO is justified, based on the evidence of performance of the individual learner. Validity requires: <ul style="list-style-type: none"> assessment against the unit/s of competency and the associated assessment requirements covers the broad range of skills and knowledge that are essential to competent performance; assessment of knowledge and skills is integrated with their practical application; assessment to be based on evidence that demonstrates that a learner could demonstrate these skills and knowledge in other similar situations; and judgement of competence is based on evidence of learner performance that is aligned to the unit/s of competency and associated assessment requirements.
Reliability	Evidence presented for assessment is consistently interpreted and assessment results are comparable irrespective of the assessor conducting the assessment.
Table 1.8.2 Rules of Evidence	
Validity	The assessor is assured that the learner has the skills, knowledge and attributes as described in the module or unit of competency and associated assessment requirements.
Sufficiency	The assessor is assured that the quality, quantity and relevance of the assessment evidence enables a judgement to be made of a learner's competency.
Authenticity	The assessor is assured that the evidence presented for assessment is the learner's own work.
Currency	The assessor is assured that the assessment evidence demonstrates current competency. This requires the assessment evidence to be from the present or the very recent past.

CHC50113 Diploma of Early Childhood Education and Care

- The following evidence was reviewed:
 - Assessment tools for:
 - CHCECE005 Provide care for babies and toddlers*
 - Knowledge question and benchmarking
 - Practical scenarios
- The following analysis provides guidance on the areas of non-compliance. Examples of non-compliances are provided however, this is not an exhaustive list. It is the organisation's responsibility to review the assessment system for each unit of competency for all non-compliances identified below and provide evidence:
 - of a revised assessment system for each unit of competency listed above that addresses all requirements of Clause 1.8.
- Validity and Sufficiency - the assessment tools do not address all unit of competency requirements. For example, but not limited to:
 - Performance Evidence:
 - The organisation was unable to demonstrate it had access to assessor versions of the practical assessment for the required observations to be completed, therefore unable to determine if the assessment is sufficient.
- Reliability - the assessment tools do not contain sufficient performance benchmarks for each skill and/or behaviour to be demonstrated; therefore, it cannot be confirmed that all training package requirements will be met and that consistent judgements will be made across a range of students and assessors. For example, but not limited to:
 - During audit, the organisation was unable to provide the assessor versions of the practical assessments, therefore unable to determine reliability.

Analysis of additional evidence

CHC50113 Diploma of Early Childhood Education and Care

- The following additional evidence was reviewed:
 - Assessor guide
- The organisation has addressed the non-compliance for future students.

Trainer and assessor competency

Standards for RTOs Clause 1.13

*Original Finding: **Not compliant***

*Finding following additional evidence: **Not compliant***

In addition to the requirements specified in Clause 1.14 and Clause 1.15, the RTO's training and assessment is delivered only by persons who have:

- a) vocational competencies at least to the level being delivered and assessed;
- b) current industry skills directly relevant to the training and assessment being provided; and
- c) current knowledge and skills in vocational training and learning that informs their training and assessment.

Industry experts may also be involved in the assessment judgement, working alongside the trainer and/or assessor to conduct the assessment.

CHC50113 Diploma of Early Childhood Education and Care

- The following evidence was reviewed:
 - Trainer and assessor files
- The organisation did not provide sufficient evidence to demonstrate that the below listed trainer and assessor possess relevant industry currency:
 - Marie Sevilla

Analysis of additional evidence

CHC50113 Diploma of Early Childhood Education and Care

- The following additional evidence was reviewed:
 - Letter from To Be Me Early Learning
- The organisation has not addressed the non-compliance for future students. For example:
 - The organisation did not provide sufficient evidence to demonstrate that the below listed trainer and assessor possess relevant industry currency:
 - Marie Claire Sevilla.
Specific examples of non-compliance include:
 - The letter provided as evidence does not contain sufficient detail, specifically the letter is not dated and contains no indication of year the trainer undertook the activity, therefore the currency and authenticity of the document is questionable.

