

1 Programme Development Procedure

Version Number	1.0
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Review Date (Annual)	21/9/19
Person Responsible	Programme Manager
Linked policies	Learning and Teaching Strategy
Mapping to Quality Code	Expectation A3.1

1.1 Overview

The process for the validation of new programmes at Ballet West is informed by Procedures and regulations of the validating body.

1.2 Stage 1 - Initial Proposal

1.2.1 Initial ideas for new programmes can be generate through a variety of means, including but not exclusively -

- Feedback from existing students through course committees and student representation on Academic Board
- Demand from the dance industry or from prospective students
- Staff interest or particular skill set
- Objectives of the strategic aims of the Board of Trustees

1.2.2 A development team will be formed of academic and programme staff and a student representative who will consider the content of the new programme, produce a draft Programme Specification and outline business case which together will set out the rationale for the course and outline content.

1.2.3 The draft programme specification and business case will be considered by the Academic Board prior to submission to the Board of Trustees, who will undertake market research and determine whether the programme is financially viable. An iterative process may result in refinement of the initial proposal before proceeding to the formal Validation Process.

Consideration of Academic Standards

1.2.4 The QAA Quality Code part A is very important in guiding structure and content of the programme and ensuring the appropriate academic standards are considered in the very early stages of programmes development. Similarly, the Subject benchmark statements are also crucial to considering the academic standards with respect to current industry and Higher Education standards in the subject area.

1.3 Stage 2 - Validation Process

The regulations of the validating body clearly set out the formal procedures involved in seeking validation for new awards.



