

Medr

Y Comisiwn Addysg Drydyddol ac Ymchwil
Commission for Tertiary Education and Research

A Level Flex

Programme Specification

This version of the specification is valid
until the FE sector is informed otherwise.

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Mae'r ddogfen hon hefyd ar gael yn y Gymraeg |

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1. Introduction

This Programme Specification sets out the requirements for delivery of the A Level Flex Programme. It provides an overview of the programme requirements, including learner eligibility and entry conditions; and details the data submission requirements to enable Medr to monitor programme delivery and learning outcomes for the A Level Flex Programme.

This Specification also forms part of the Agreement between Institutions and the Welsh Ministers for the delivery and funding of the A Level Flex Programme. You must ensure that your A Level Flex Programme provision adheres to this Programme Specification.

One programme of study is currently available.

2. Purpose of the Programme

The A Level Flex Programme is a one-year programme, which has been designed for learners who wish to study a full-time A level Programme but have not yet achieved the required entry qualifications.

The Programme enables the learners to develop and enhance their level 2 qualification profile and gain a level 3 qualification equivalent to an AS Level.

3. Delivery Overview

The A Level Flex Programme should be delivered on a full-time basis for a minimum of 16 hours per week for at least 35 weeks.

4. Learner Eligibility and Entry Requirements

To be eligible for entry onto the programme a learner must be aged 16 or over on 31 August, immediately prior to the commencement of the programme.

Please note that Medr also expects priority to be given, in the first instance, to those learners aged 16 to 18 on the 31 August, immediately prior to the commencement of the programme¹.

5. Programme Content

The Programme must use a basic weekly structure as follows:

- two 2 hours weekly Tutorial lessons:
 - one whole session of two hours where an Induction and a Skills Booklet will be used;

¹ A learner is considered to be age 18 until the end of the academic year in which their nineteenth birthday falls. This definition ensures that the funding of a 16 to 18 year-old learner does not change during an individual's programme if the learner becomes 19 years old during an academic year.

- a further one hour for drop-in arranged 1-2-1 session; and
- a final hour for the Personal Tutor to arrange 1-2-1 support with specific learners.
- two 2 hours weekly lessons for GCSE Resit:
 - Mathematics / Mathematics Numeracy; or
 - English / Welsh (First) Language
- two 2 hours weekly lessons for GCSE Subject² (e.g. English Literature or Film Studies or History or Sociology etc.)
- two 2 hours weekly lessons for Level 3 BTEC Subject³ (e.g. Computing or Law or Psychology etc.)

In addition to the lessons, learners will be given homework and wider reading for each class, that amounts to at least two hours of independent work per subject per week (or six overall hours outside of class-time per week).

6. **Data Submission Requirements**

Medr will use data from the Lifelong Learning Wales Record (LLWR) / Pupil Level Annual School Census (PLASC) to monitor programme delivery and learning outcomes for the A Level Flex Programme.

In line with the conditions set out in the annual *Grant Award Letter*, institutions must ensure that data is submitted in the correct format and in a timely manner.

The LLWR User Support Manual⁴ and the PLASC Technical Completion Notes⁵ set out the guidelines that institutions should follow when submitting data for the current academic year.

Programme Code

The following programme code (LP74) should be used for learners on the A Level Flex Programme:

0000A02B A Level Flex

Funding Information

The total enrolments for this Programme are capped at 20 for each Further Education Institution within one academic year.

7. **Monitoring and Audit**

Monitoring and audit will play a role in ensuring that the guidance is being applied consistently and to help assess whether policies, procedures and controls are adequate.

² Subject should be linked to the A Level(s) that the learner wishes to study.

³ Same as above.

⁴ See [Lifelong learning Wales record \(LLWR\)](#).

⁵ See [Pupil level annual school census \(PLASC\)](#).

Monitoring Approach

The approach to monitoring will focus on the following areas:

- compliance with the programme's specifications; and
- learning outcomes for the programme.

This will be achieved through a combination of in-year and end-of year monitoring; a data matching exercise; and detailed audit testing of learners on A Level Flex Programmes.

Compliance with Programme Specification

Medr will use LLWR / PLASC data to monitor compliance with the programme specification. This will include monitoring of the data from the programme and activity datasets to check that programme delivery requirements are being met in full.

Learning Outcomes

Learner destination is a key performance measure for the programme and crucial in evaluating programme delivery.

It is expected that the vast majority of learners who successfully complete the A Level Flex Programme will progress onto full-time A Level Programmes.

Audit Testing

In addition to the approach to monitoring set out above, all data returned by the Further Education institutions will be subject to existing end of year audit requirements⁶. Within this, a particular emphasis will be placed in the *Auditors' Notes for Guidance* to ensure that external auditors appropriately sample learners undertaking the A Level Flex Programme.

8. Contact Details

For any queries relating to the content of this Programme Specification, please contact Medr at the following mailbox: InvestmentandPerformance@medr.cymru.

⁶ The audit requirements for the current year will be published at the end of the academic year.

Medr

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Commission for Tertiary Education and Research

www.medr.cymru

2 Cwr y Ddinas
Stryd Tyndall
Caerdydd
CF10 4BZ

2 Capital Quarter
Tyndall Street
Cardiff
CF10 4BZ



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