



Treeevolution Scotland

Recognition of Prior Learning Policy

- 1 This policy explains what prior learning is and what types of prior learning are accepted.**

- 2 What is Prior Learning?**

Prior learning is where a candidate has previous experience which is relevant to the training they wish to undertake. Treeevolution Scotland's web-site explains the hierarchy of training courses and the necessary prior learning required to be able to access some of the more advanced courses.

- 3 Recording Prior Learning**

Candidates are asked to include details of prior learning when they apply for the course. In addition, the Training Manager contacts candidates in advance of the course where there is any dubiety or to request proof of prior learning.

- 4 Providing Proof of Prior Learning – Credit accumulation**

Proof of prior learning as part of credit accumulation, is by the production of the candidate's LANTRA or City & Guilds certificate of assessment in that particular area, evidencing that they have met the required standard. Candidates are not able to join a course which requires the above evidence on the basis of their experience alone.

Candidates who are unable to provide copies of the relevant certificates are responsible for contacting the awarding body and gaining replacement certificates to be presented to Treeevolution Scotland.

In most cases, the Training Manager is able to check the level of prior learning through the City & Guilds database/LANTRA records/internal training database records.

- 5 Providing Proof of Prior Learning - Ascertaining skill level**

In certain cases, the Training Manager will determine that it would be advantageous for the candidate to demonstrate their skill level to determine the necessary training and/or assessment. The determination of prior learning based on a candidate's experience will be the decision of the Training Manager. Safe working practices as well as a level of technical understanding will be criteria used to make this judgement. This may result in a candidate only requiring training over eg. 2 days rather than 3.

- 6 Review of Policy**

This policy will be reviewed every 2 years.