**Endorsement application
template**

**Guidance**

When considering your application, please think about:

* which element of the [national evaluation criteria (NEC/ NEC+)](https://www.skillsforcare.org.uk/resources/documents/Regulated-professions/Social-work/ASYE/QA/National-evaluation-criteria-and-NEC.pdf) does the practice example relate to
	+ the practice in programme delivery should meet or contribute in a meaningful way to meeting an element(s) of the NEC or NEC+
* what evidence should support your application
* whether your organisation is willing to share the example with other programmes through Skills for Care’s website

The responsibilities of the national quality assurance panel (NQAP) member/Skills for Care lead are:

* + to consider whether there is a potential conflict of interest in performing their role that might detract from the robustness of the process. If they consider there might be, inform Skills for Care who will arrange for another panel member to undertake the meeting
	+ to co-ordinate the meeting:
		- the meeting is to happen in sufficient time before the next NQAP so that the application can be provided to Skills for Care and the other panel members in advance of the panel
		- if the meeting does not happen as anticipated, rearrange the meeting.
	+ to provide guidance and support to the ASYE co-ordinator through the process of making an endorsement application.

If your application is endorsed by the NQAP, please be aware that Skills for Care cannot publish any copyrighted materials/information supporting the application without explicit permission from the copyright holder. However, we can publish the web link to the copyrighted materials.

For example, in an application providing guidance for a session with NQSWs exploring power and privilege that uses the tool of the Wheel of Power and Privilege, we cannot include the document showing the Wheel of Power and Privilege on the website. This is because it is copyrighted to Sylvia Duckworth, but we can publish the web link to the document.

**Organisation:** type text here

**ASYE co-ordinator:** type text here

[ ]  Adults ASYE programme

[ ]  Child and family ASYE programme

[ ]  Adults and child and family ASYE programme

**Number of NQSWs in your current cohort** type text here

**Panel member/Skills for Care lead** type text here

|  |
| --- |
| **The practice identified** |
| type text here |
| **Element(s) of the NEC/NEC+ to which the example relates**Please record:* the element of the national evaluation criteria (NEC) or NEC+ to which this submission relates e.g. NEC A2
* the relevant points you would like the NQAP to consider in their endorsement process
* the reasons and evidence for your programme’s practice meeting or contributing in a meaningful way to meeting an element of the NEC/NEC+
 |
| type text here |
| **Evidence to support the submission to the NQAP**e.g. documentation, materials, tools, guidance, feedback from NQSWs/assessors or other stakeholders or other evidence of impact. |
| type text here |

**Declaration of permission to share the organisation’s name and documentation in support of their application**

By submitting this application to the national quality assurance panel, we hereby give permission for our organisation’s name and all the materials and information in the application to be shared on the publicly available Skills for Care website.

We confirm that we have asked the ASYE co-ordinator/lead for their permission to share their name and email contact details on the publicly available Skills for Care website for the purpose of responding to any enquiries about the endorsed piece of practice from other organisations delivering the ASYE programme.

Our ASYE co-ordinator/lead

[ ]  has given their permission to share their details

[ ]  has not given their permission to share their details.

We acknowledge that materials and information that are copyrighted cannot be published on the website without the copyright holder’s express permission but that web links to the copyrighted materials and information can be published.

**Name** type text here

**Role** type text here

**Signature** type text here

**Date** type text here

|  |
| --- |
| **Feedback from the NQAP to the organisation**The feedback is to be completed by the panel member speaking to the practice example |
| type text here |
| **Are you endorsed?**[ ]  Yes [ ]  No |

**Chair** type text here

**Signature** type text here

**Date** type text here