

## **AGREEMENT WITH CENTRES FOR RECEIPT OF WELSH BACCALAUREATE QUALIFICATION DELIVERY FUNDING FROM THE WELSH ASSEMBLY GOVERNMENT**

In order to be eligible for “Delivery Funding” for the Welsh Baccalaureate Qualification provision Heads of centres must complete the attached form and return it to the Welsh Assembly Government at:

Welsh Baccalaureate Team  
Welsh Assembly Government  
Department for Children, Education Lifelong Learning and Skills  
Qualifications and Curriculum 14-19 Division  
Castle Buildings  
Womanby Street  
Cardiff, CF10 1SX

Delivery Funding is paid in addition to recurrent funding that is available via the National Planning and Funding System (NPFS). Delivery Funding is paid by the Welsh Assembly Government. It is time-limited pump-priming funding paid to centres that are involved in the roll-out of the Welsh Baccalaureate Qualification. This Delivery Funding will be:

- £400/student in a centre’s first year of roll-out;
- £300/student in a centre’s second year of roll-out (academic year 2008/09); and
- £200/student in a centre’s third year of roll-out (academic year 2009/10);.

This additional funding is being provided to support centres in their preparations, including staff training and purchase of any additional resources that may be necessary, whilst they introduce the Welsh Baccalaureate Qualification programme. In return, the Welsh Assembly Government, in conjunction with WJEC, has drawn up a list of minimum expectations, which will:

- demonstrate the degree of commitment that we believe is necessary to facilitate the successful introduction of the Welsh Baccalaureate Qualification. Attendance at training events, for instance, will help to ensure that the recommendation in the external evaluation of the Welsh Baccalaureate “... to ensure that advice and guidance is cascaded (to)... institutions” is acted upon.
- provide information to verify that payments are made only in respect of students who are following Welsh Baccalaureate Qualification programmes at the relevant times.

We, therefore, hope that you will understand why we are asking you to complete the form.

In addition, we want to ensure that you are aware of the range of help and support that the Welsh Assembly Government and WJEC can provide for Welsh Baccalaureate Qualification centres. We hope that you will make full use of the resources set out overleaf.

## Help and Support Provided by Welsh Assembly Government, Department for Children, Education Lifelong Learning and Skills

In addition to the **Delivery Funding** that will be paid, the Welsh Assembly Government, Department for Children, Education Lifelong Learning and Skills provides:

- **Preparation funding** for centres in the academic year leading up to the first year in which the Welsh Baccalaureate Qualification is provided at the centre;
- **Marketing materials** All centres will receive marketing packs comprising explanatory leaflets for students and parents, pull-up stands for exhibition purposes and a style-guide for centres to generate their own WBQ marketing materials.
- **Press Support:** If you have any potential good news stories / leads or would like an informal conversation about preparing press releases, we would be pleased to hear from you. Please contact Sara Parry on 029 2089 8564 or email [sara.parry@wales.gsi.gov.uk](mailto:sara.parry@wales.gsi.gov.uk). In addition, if you would like us to contribute a quote from the Minister to any Welsh Baccalaureate press release you are issuing we will be happy to help. Again, please contact Sara Parry.
- **Key information available from the Welsh Assembly Government web-site** (<http://old.accac.org.uk/eng/content.php?mID=740>).

## Help and Support Provided by WJEC

The WJEC, as the WBQ awarding body will provide:

- **General support** (formal and informal) regarding administrative and professional queries;
- A regular Welsh Baccalaureate Qualification **Newsletter**
- **A named link officer** - will provide support to centres;
- **INSET:** a programme of Welsh Baccalaureate Qualification training for centres - details will be made available from WJEC, via the Welsh Baccalaureate website, newsletters, direct email to WBQ co-ordinators;
- **Information on registering** students, including guidance;
- **Website** - information, guidance and teaching resources for Welsh Baccalaureate centres;
- **Formative moderation** - opportunities to send students' work for formative assessment.

**HEADS OF CENTRES should complete the form below and return this page to:**

Welsh BaccaLaureate Team  
 Welsh Assembly Government  
 Department for Children, Education Lifelong Learning and Skills  
 Qualifications and Curriculum 14-19 Division  
 Castle Buildings  
 Womanby Street, Cardiff, CF10 1SX

<b>AGREEMENT FOR RECEIPT OF WELSH BACCALAUREATE QUALIFICATION DELIVERY FUNDING FROM THE WELSH ASSEMBLY GOVERNMENT</b>			
<b>Centre Name:</b>			
<b>Maximum Approved Student Numbers 2008/09</b>	<b>Intermediate Level:</b>		
	<b>Advanced Level:</b>		
<b>I note the requirements set out below and confirm that this centre will comply with them.</b>			
<b>Name:</b>		<b>Head of Centre</b>	
<b>Signature:</b>		<b>Date:</b>	

**Welsh BaccaLaureate Qualification – Requirements for Roll-Out Centres**

In order to receive Delivery Funding from the Welsh Assembly Government, Welsh BaccaLaureate Qualification Roll-Out Centres will:

- Confirm two contact names/details (usually the WBQ co-ordinator and examinations officer) with both the Welsh Assembly Government and WJEC and undertake to update them as necessary;
- Ensure that e-mails from Welsh Assembly Government and WJEC (i.e. with addresses ending @wales.gsi.gov.uk or @wjec.co.uk) are not blocked in any way (e.g. they are not treated as spam);
- Centres will be required to submit delivery plans to the WJEC **by 18 April 2008**. Delivery plans must include detailed timetabling, curricular planning, delivery and assessment arrangements and details of how the Senior Management Team will quality assure and monitor delivery of the Welsh BaccaLaureate Qualification. For further details of delivery plans, please contact WJEC’s Welsh BaccaLaureate team;
- Ensure that appropriate staff from the centre attend all relevant WJEC (and DYSG Key Skills) training sessions;
- Facilitate and participate in visits from members of the WJEC Welsh BaccaLaureate team and the University of Bath Evaluation team, including opportunities to meet members of the Senior Management Team, the WBQ Co-ordinator and relevant teaching staff;
- Ensure that relevant staff are aware of the arrangements for payments of Delivery Funding, including the deadlines for student data and penalties if deadlines are missed. These arrangements will be set out in a separate letter from the Welsh Assembly Government, the precise details for 2008/09 academic year are yet to be finalised, but will be similar to the arrangements for 2007/08 (see <http://old.accac.org.uk/uploads/documents/2588.doc>);
- Ensure that WJEC’s guidance on registration of new candidates and removal of leavers/ finishers is noted and adhered to;
- provide a signed assurance by 1 November each year, confirming the accuracy of registration data bases;
- Note contents of the Style Guide and agree to comply with corporate style of Welsh BaccaLaureate;
- Respond to reasonable requests by WJEC/Welsh Assembly Government, for information on the delivery of the Welsh BaccaLaureate Qualification e.g. general information on recruitment and performance, responding to questionnaires.