

## Appendix 3.2.8

### Learners who are unable to meet the requirements of their study

Learners who are unable to meet the requirements of their study will fall into two groups:

PSOs who were appointed prior to 1 April 2010 and are subsequently selected or offered the opportunity to undertake study leading to a qualification within the PQF will be required to agree to and sign a Learning Agreement. The process of identifying internal candidates to study for an appropriate qualification will ensure that no PSO who is currently subject to poor performance procedures in their existing role will be selected.

Likewise, individuals who enter employment as PSOs after 1 April 2010 and pursue either the VQ3 pathway or the Graduate Diploma pathway will all be required to agree to and sign a Learning Agreement.

In either case the Learning Agreement will specify learning objectives and learning outcomes, and timescales. The Agreement will also specify, in accordance with University and/or Awarding Organisation regulations where appropriate, the outputs the learner is required to achieve in order to remain on the programme, and the arrangements for referrals and/or extensions that may be granted.

A learner who is judged to have failed (by the other parties to the Learning Agreement) to meet the requirements set out in the Learning Agreement will be considered for removal from their programme. Contractually, they will remain a PSO. However, if appropriate they may additionally be subject to further performance management procedures at the discretion of their employer.