

QAA
Standards



UK Quality Code Audit Toolkit

Supporting Quality Assurance in UK
Higher Education

*PRP Quality Platform supports
accreditation readiness for
providers in the United Kingdom to
meet accreditation requirements*





UK Quality
Code



Purpose and Context of the Toolkit



Supporting Quality Assurance Excellence

Purpose: To support effective internal audits aligned with the UK Quality Code 2024

Context: Ensuring compliance, enhancing quality, and fostering continuous improvement across institutions

Benefits: Structured audit approach, clarity on documentation requirements, and consistency across UK higher education providers





Audit Method Overview



Evidence-Based Review

Our audit method involves systematic review of policies, procedures, and records to ensure compliance with UK Quality Code standards.

RAG Rating System

Strong: Fully meets requirements. Partial: Meets with some gaps. Weak: Does not meet effectively.



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The 12 Principles at a Glance



● Principles 1-6

1. Strategic Approach
2. Student Engagement
3. Resources
4. Data Use
5. Monitoring & Enhancement
6. External Review

● Principles 7-12

1. Programme Design
2. Partnerships
3. Admissions
4. Student Support
5. Teaching & Assessment
6. Complaints & Appeals



Principle 1: Strategic Approach



01

Required Documents: QA Framework, Governance Policy, and Strategic Plan demonstrating institutional commitment.

02

Supporting Documents: Committee minutes, Risk register, and KPI dashboards for evidence of implementation.





Principle 2 – Student Engagement



01

Required Documents: Student Engagement Policy and Engagement Plan outlining how students participate in quality processes.

02

Supporting Documents: Survey data from student feedback and evidence of student representatives' contributions to governance.

Principle 3 – Resources



01

Required Documents: Learning & Teaching Strategy and Resource Policy for institutional capacity.

02

Supporting Documents: CPD reports demonstrating staff development and Infrastructure plans for facilities.



Principle 4 – Data Use



01

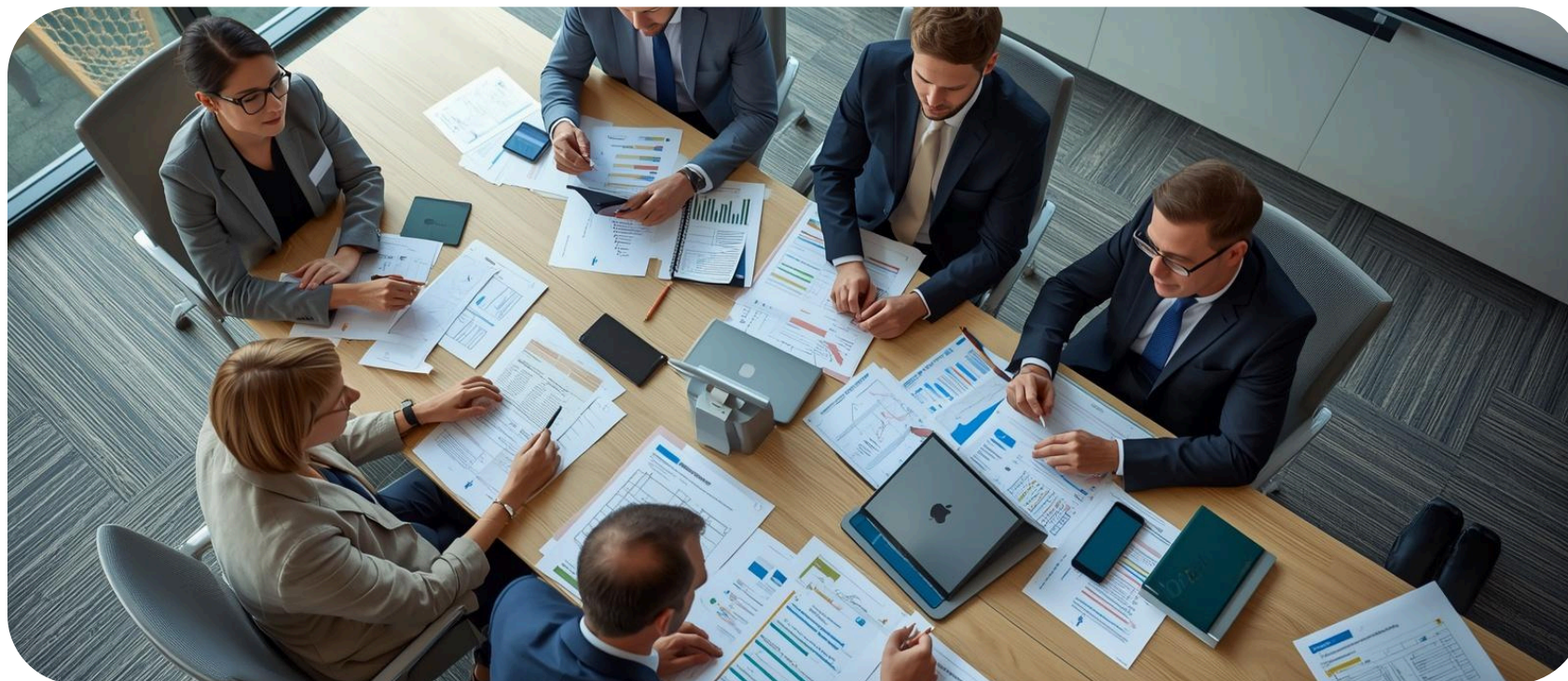
Required Documents: Data Governance Framework and Student Outcomes Strategy.

02

Supporting Documents: Analytics dashboards and progression data for evidence.



Principle 5: Monitoring & Enhancement



01

Required Documents: Monitoring Policy and Programme Review Policy to ensure systematic quality oversight.

02

Supporting Documents: KPI dashboards tracking performance metrics and comprehensive review reports.



Principle 6 – External Review



01

Required Documents: External Review Policy and Audit Plan for systematic quality oversight.

02

Supporting Documents: External examiner reports and benchmarking data for comparative analysis.



Principle 7 – Programme Design



01

Required Documents: Course Approval Policy and Curriculum Framework for programme validation.

02

Supporting Documents: Industry consultation records and curriculum mapping documents.



Principle 8 – Partnerships



01

Required Documents: Partnership Policy establishing governance frameworks, Partnership Agreements formalising collaborative arrangements.

02

Supporting Documents: Risk logs tracking partnership vulnerabilities, Performance reports evaluating collaborative outcomes.



Principle 9 – Admissions



01

Required Documents: Admissions Policy outlining fair and transparent entry criteria; Recognition of Prior Learning (RPL) Policy.

02

Supporting Documents: Admissions data and statistics; Training logs for admissions staff ensuring consistent practice.



Principle 10: Student Support



01

Required Documents: Student Support Policy and Advising Framework for comprehensive student guidance.

02

Supporting Documents: Retention data and service usage statistics to measure support effectiveness.

Principle 11 – Teaching & Assessment



01

Required Documents: Teaching Policy and Assessment Policy to ensure consistent pedagogical standards.

02

Supporting Documents: Moderation reports and Learning Management System (LMS) analytics for evidence.



Principle 12: Complaints & Appeals



01

Required Documents: Complaints Policy and Resolution Framework for handling student concerns.

02

Supporting Documents: Complaints data analysis and review reports tracking resolution outcomes.



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Practical Guidance for Conducting Audits



● Planning Your Audit

Plan audits aligning scope with the 12 principles. Collect and review required documents first, then use supporting documents to deepen understanding.

● Ensuring Consistency

Apply the RAG rating consistently and document your rationale. Engage stakeholders in evidence gathering and use audit outcomes for continuous improvement.



UK Quality Code



Next Steps

PRP Quality Platform supports accreditation readiness for providers in the United Kingdom to meet accreditation requirements

We appreciate your engagement with the UK Quality Code Audit Toolkit. For further support, please contact your institution's quality assurance team.

Contact: info@prpquality.io



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Begin Your Audit

QA Team