

Recognition of Prior Learning (RPL) Policy

Policy Statement

Kerry First Aid Ltd. t/a Cork First Aid is committed to recognizing and valuing the prior learning and experiences of individuals seeking to participate in our first aid training programs. This Recognition of Prior Learning (RPL) policy aims to ensure that learners can gain credit for knowledge and skills acquired outside formal educational settings.

Purpose

The purpose of this policy is to provide a clear framework for assessing and recognizing prior learning, ensuring that individuals can progress through our training programs based on their existing competencies.

Scope

This policy applies to all individuals seeking to enrol in Kerry First Aid Ltd. t/a Cork First Aid's first aid training programs, including current employees, external candidates, and those with relevant prior experience.

Principles of RPL

- Fairness: All applications for RPL will be assessed fairly and objectively.
- Transparency: The RPL process will be clearly communicated to all applicants, ensuring understanding of how prior learning is assessed.
- Accessibility: The RPL process will be designed to be accessible to all individuals, regardless of their background or prior experience.

Eligibility for RPL

Individuals may be eligible for RPL if they can demonstrate relevant knowledge, skills, or competencies acquired through:

- Previous education, training, or certification.
- Work experience in related fields.
- Volunteer work or community service.
- Informal learning experiences.
- Previous courses (such as PHECC approved courses, for example, pre entry requirement such as recertification training)

RPL Assessment Process

- Application: Individuals seeking RPL must submit an application form detailing their prior learning experiences and supporting documentation.
- Assessment: An RPL assessor will evaluate the application based on established criteria, which may include:
 - Portfolio of evidence (certificates, work samples, references).
 - Interviews or practical demonstrations to validate skills.
- Outcome: Candidates will be informed of the assessment outcome, including any credits awarded or further requirements needed to complete the training.

Appeals Process

If an applicant is dissatisfied with the RPL assessment outcome, they may appeal the decision by submitting a written request to Kerry First Aid Ltd. t/a Cork First Aid. The appeal will be reviewed by the company Director, and a decision will be communicated to the applicant within a specified timeframe.

Record Keeping

Kerry First Aid Ltd. t/a Cork First Aid will maintain accurate records of all RPL assessments, including applications, outcomes, and any related correspondence, ensuring confidentiality and compliance with data protection regulations.

Continuous Improvement

This policy will be reviewed regularly to ensure its effectiveness and relevance. Feedback from participants and assessors will be utilized to enhance the RPL process continually.

Conclusion

At Kerry First Aid Ltd. t/a Cork First Aid we believe in the value of recognising prior learning and experiences as part of our commitment to providing inclusive and flexible training options. This RPL policy supports our mission to empower individuals to achieve their full potential in first aid training.