



# THE CORE PRINCIPLES

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**THIS DOCUMENT DETAILS THE IOEE CORE PRINCIPLES  
THAT SET OUT THE REQUIREMENTS AN  
ORGANISATION MUST DEMONSTRATE ASSURANCE  
AGAINST IN ORDER TO JOIN THE ACADEMY NETWORK  
TO DELIVER IOEE QUALIFICATIONS AND RECOGNISED  
PROGRAMMES OF LEARNING**

*‘Collaboration begins with mutual understanding and respect’*

Astronaut Ron Garan

## INTRODUCTION

The IOEE was founded in 2010 creating the first dedicated professional learning institute specialising in business enterprise and business support, a standing still enjoyed to this day within the UK.

The Institute's programmes and qualifications are built on the extensive research that underpins the SFEDI® National Occupational Standards and the expertise of the Institute of Enterprise and Entrepreneurs, the UK's only professional Institute dedicated to enterprise.

With our programmes and qualifications having been designed to be flexible to meet the wide range of demand within enterprise learning, we recognise the needs of industry to develop enterprising and entrepreneurial individuals to support the sustainability and growth of business and the wider community.

Through the strategic partnership between the Institute and SFEDI Awards, IOEE Enterprise Academies are also able to offer regulated qualifications, certificated by SFEDI Awards, to their customers in order to support those wishing to start and further their entrepreneurial journey.

Within this we also develop and publish best practice materials and resources to support the delivery of our qualifications to a high standard to ensure that your customers gain all they require when either starting or progressing their enterprise journey.

## HOW ARE IOEE RECOGNISED PROGRAMMES DELIVERED?

IOEE operates through a network of approved organisations who are required to meet high standards ensuring that those undertaking IOEE qualifications or recognised programmes receive the best support and most comprehensive learning experience whilst starting and progressing their entrepreneurial journey.

An organisation wishing to join the approved network is required to undergo an approval process where they are asked to provide assurance against a set of [CORE PRINCIPLES](#) to ensure that all of the necessary systems, people and resources are in place.

We work with organisations within the approved network on an on-going basis to ensure that best practice is shared and adopted and that they continue to meet the high standards required to support the entrepreneurs of the future through their learning journey.

## THE CORE PRINCIPLES

IOEE works in a different way to the standard methods used by other Institutes, we work in collaboration with you to ensure that you are able to offer the highest quality learning experience to your customers.

We recognise that one size does not fit all and organisations of all types and sizes are able to offer great levels of support to customers. But how do we support all organisations rather than a select few, simple, we operate through a series of [CORE PRINCIPLES](#).

So what are they.....

The [CORE PRINCIPLES](#) are a series of high level statements that define the standard we expect organisations within our approved network to meet. These [CORE PRINCIPLES](#) are broken down into sub-principles that provide further detail as to what underpins these high level statements.

But how is IOEE different?

We work on the basis of assurance, we won't tell you how to run your business. We won't tell you what you should do and what you should use to achieve it. This is where we are different, [you tell us how you run your business!](#)

This method of assurance allows you to decide what evidence you want to provide in order to demonstrate how you meet the principles.

# THE CORE PRINCIPLES

## HOW ARE THE CORE PRINCIPLES SET OUT?

The following pages set out the **CORE PRINCIPLES** that an organisation is required to demonstrate assurance against in order to join the IOEE approved network and also required to continue to meet in order to remain a member of the network.

They are broken into 4 areas:

- ✓ Organisational resources
- ✓ Promotion of high quality enterprise learning and accreditation opportunities
- ✓ Quality assurance systems and processes
- ✓ Programme delivery systems and processes

Each of these **CORE PRINCIPLES** contain sub-principles that provide the underpinning detail as to what is involved in demonstrating assurance in relation to each one.

## PRINCIPLE 1 IOEE ACADEMIES ARE RESOURCED TO OFFER PROGRAMMES OF ENTERPRISE LEARNING AND DEVELOPMENT

1. The organisation employs competent staff, including the delivery and quality assurance of programme delivery activities, and ensure that all staff engage in continuous enterprise development activities
2. Staff members have sufficient physical resources to deliver the programmes (please include details of equipment, accommodation, materials and IT support as appropriate)\*

## PRINCIPLE 2 IOEE ACADEMIES PROMOTE HIGH QUALITY ENTERPRISE LEARNING AND ACCREDITATION OPPORTUNITIES

1. Learning, qualification and Institute membership opportunities are effectively promoted to learners throughout the learning journey
2. Arrangements are in place to ensure fair access to IOEE Professional Qualifications and other learning programmes\*
3. There is a system in place which records learner progress and completion of learning as appropriate\*
4. Where appropriate, the learner is encouraged to review their progress and plan steps to aid the achievement of their learning programme
5. There is a system in place to evaluate the effectiveness of the delivery of IOEE Professional Qualifications and/or recognised programmes which then feeds into a system of continuous improvement
6. There is effective communication between the organisation and the Institute
7. The organisation has in place mechanisms to notify the Institute of any changes which may affect the Academy's ability to meet the approval criteria

## PRINCIPLE 3 IOEE ACADEMIES HAVE ROBUST SYSTEMS AND PROCESSES TO ENSURE THE HIGHEST LEVEL OF QUALITY ASSURANCE

1. The organisation has clear systems and processes in place to ensure fair, reliable and consistent assessment and internal quality assurance\*
2. The organisation has in place a process to deal with possible appeals and/or complaints from learners in relation to the delivery and achievement of the learning programme\*

## PRINCIPLE 4 IOEE ACADEMIES ARE COMPETENT TO DELIVER BESPOKE ENTERPRISE AND BUSINESS SUPPORT LEARNING AND/OR ACCREDITATION PROGRAMMES

1. The organisation identifies the intended audience for the learning programme and matches the needs of the audience to ensure the delivery of the most appropriate learning programmes.
2. The organisation clearly identifies the aims and objectives of the learning programme
3. The organisation provides a full programme outline containing:
  - a) Total programme hours
  - b) Training programme details with a sample of learning materials to be used
  - c) Details of how the programme will be delivered
  - d) Details of any appropriate assessment methods to be used and what is expected of the learner



*'Once we rid ourselves of traditional thinking we can get on with creating the future'*

James Bertrand

**ioee**™

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