

CILEX

CPOQ

**Training Provider
Approval Report**

CPQ Approval

Leeds City College

University Centre Leeds
Park Lane
Hannover Way
LS3 1AA

Number of sites (including satellites):

1

Date of meeting:

29 April 2021

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Part 1

Acknowledgements

The Panel wishes to thank Leeds City College for the effective co-ordination of the visit, which was conducted remotely on 29 April 2021.

CILEX would also like to thank those who took the time to meet with the Panel throughout the visit. The agenda for the visit is provided in Appendix A.

Introduction

This report is in relation to an approval visit on 29 April 2021 to Leeds City College. The Training Provider has applied for approval to deliver qualifications indicated in the table below.

CILEX Professional Qualification – Foundation Stage	<input checked="" type="checkbox"/>
CILEX Professional Qualification – Advanced Stage	<input checked="" type="checkbox"/>
CILEX Professional Qualification – Professional Stage	<input checked="" type="checkbox"/>

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CILEX Quality Panel Members:

- Sheila Needham – CILEX Quality Panel Chair
- Markham May – CILEX Quality Panellist

CILEX Representatives:

- Karen Few – CILEX Accreditation Officer

The Chartered Institute of Legal Executives is required to undertake such visits to ensure that a Training Provider has met and can maintain compliance with the CILEX Professional Qualification Approval Standards. The visit was conducted in accordance with the CILEX Professional Qualification Approved Training Provider Handbook 2020.

Part 2

Background

Leeds City College currently delivers the CILEx Level 3 Diploma in Law and Practice (full qualification or single unit option), the CILEx Level 6 Diploma in Law and Practice (full qualification or single unit option), and the Level 6 Chartered Legal Executive Apprenticeship (full qualification or single unit option).

Leeds City College began delivering training for their CILEX provision approximately 15 years ago and has continued to date.

Part 3

Outcomes

The CILEX Quality Panel found that the Training Provider has met all the CILEX Professional Qualification Approval Standards.

The CILEX Quality Panel has decided that CILEX Approval should be granted.

Part 4

Appendices

Appendix reference

Description

A

Visit Agenda

Definitions

For the purpose of the document, the following terms used throughout the report are defined as follows:

CILEX - Chartered Institute of Legal Executives

CILEX Quality Panel - All members of the visiting panel representing the Chartered Institute of Legal Executives

The Training Provider - Leeds City College

CPQ - CILEX Professional Qualification