**REFORMED NATIONAL PROFESSIONAL QUALIFICATIONS (NPQs)**

**Provider networking**

The purpose of this document is to facilitate networking between potential providers and organisations that wish to provide support or services to potential providers of the reformed NPQs. For further information on NPQs, please refer back to the [Contracts Finder website](https://www.contractsfinder.service.gov.uk/Notice/88023b42-0bbd-4dd9-b368-48ccdc503aaa).

This document sets out how you can publish your contact information on the [NPQ Provider Networking document](https://docs.google.com/spreadsheets/d/1TCLOqOIDWdTZHJe3bYZg6VgJPJTR4NVMAt6vN2iz_IM/edit?usp=sharing) for the Department for Education (DfE), potential providers and other organisations to contact you. If you would like to include information in this document, please see instructions below.

The NPQ Provider Networking document will be publicly available and will be maintained by the DfE. Only the DfE will have editing rights of this document. The Provider Networking document will be deleted on 31 March 2017.

Please follow the following link to access the Provider Networking document:

<https://docs.google.com/spreadsheets/d/1TCLOqOIDWdTZHJe3bYZg6VgJPJTR4NVMAt6vN2iz_IM/edit?usp=sharing>

**Data Privacy**

The Provider Networking document is a publicly available document that is free for anyone to access. By submitting your information to be published you agree to your data being shared in a free and openly accessible document. The DfE does not take any responsibility for who may contact those included within the document. All those included in submitting the information take full responsibility for this. Anyone who has submitted their data may choose to have it removed from the document.

If you wish to remove your information from the Provider Networking document, please email the [NPQ.Reform@education.gov.uk](mailto:NPQ.Reform@education.gov.uk) mailbox requesting this.

**How to interact with the sheet**

Once you have opened the sheet within in google sheets, you will only be able to view the information and be able to edit it. To add a temporary filter to the data, allowing you to filter out a subset of the information, please use the temporary filter option included within the data tab. To do this, please follow online guidance here:

<https://plus.google.com/+GoogleDrive/posts/iGqVWUKLotd>

If you have any questions, please email the [NPQ.Reform@education.gov.uk](mailto:NPQ.Reform@education.gov.uk) mailbox.

**How to publish your information**

If you would like your information to be made publicly available to enable the DfE, potential providers and organisations wishing to provide support or services to potential providers to contact you, you will need to complete the template below and email a copy to the [NPQ.Reform@education.gov.uk](mailto:NPQ.Reform@education.gov.uk) mailbox with “Submission of data to NPQ Provider Networking document” in the subject line. All templates must follow the instructions in the table to be accepted. If they do not follow these instructions, they will be not be included in the NPQ Provider Networking document. Organisations wishing to provide support or services to potential providers may select ‘Yes’ in the ‘Other interest’ field and then include further details in the notes field.

|  |  |  |
| --- | --- | --- |
| **Field name** | **Instructions to complete template** | **Include data in these fields** |
| First name | Please include a single named person only. |  |
| Surname |  |
| email address | Please include a single email address only. |  |
| **Qualifications and areas you are intending to deliver** | | |
| NPQML | Only ‘Yes’, ‘No’ or ‘Considering’ answers will be accepted. Do not include further information within these fields.  Please include all further information within the Notes field.  The ‘Other interest’ field may be used by those wishing to offer services to providers of NPQs. | Yes/No/Considering |
| NPQSL | Yes/No/Considering |
| NPQH | Yes/No/Considering |
| NPQEL | Yes/No/Considering |
| National | Yes/No/Considering |
| East of England and North East London | Yes/No/Considering |
| South East and South London | Yes/No/Considering |
| South Central and North West London | Yes/No/Considering |
| South West | Yes/No/Considering |
| West Midlands | Yes/No/Considering |
| Lancashire and West Yorkshire | Yes/No/Considering |
| North | Yes/No/Considering |
| East Midlands and Humber | Yes/No/Considering |
| Other interest | Yes/No/Considering |
| Notes  (Max 1500 characters with spaces) | Use this section to give further details.  This field is limited to 1500 characters (including spaces). Any characters beyond this will be deleted. |  |