

Assessment Policy

The Aim of Crossfields Learning's Assessment Policy is

- To ensure that assessment methodology is valid, reliable and does not disadvantage or advantage any group of learners or individuals
- To ensure that the assessment procedure is open, fair and free from bias and meets national standards
- To ensure that there is accurate and detailed recording of assessment decisions

In order to do this, Crossfields Learning will:

- Ensure that learners are provided with assignments that are fit for purpose, to enable them to produce appropriate evidence for assessment
- Assess learner's evidence using only the published assessment and grading criteria
- Ensure that assessment decisions are impartial, valid and reliable
- Ensure that reasonable adjustments are made where necessary (see Reasonable Adjustment Policy)
- Develop assessment procedures that will minimise the opportunity for malpractice
- Maintain accurate and detailed records of assessment decisions
- Maintain a robust and rigorous internal quality assurance procedure
- Provide samples for external quality assurance, as required by the awarding organisation
- Review external quality assurance reports and undertake any remedial action required
- Share good assessment practice between all assessors
- Ensure that assessment methodology and the role of the assessor are understood by all assessing staff
- Provide resources to ensure that assessment can be performed accurately and appropriately

This policy will be reviewed every 12 months by Crossfields Learning's Director and/or Head of Centre