



ACCESS TO FAIR ASSESSMENT POLICY

Author of Policy
Mal Nash
Vice Principal

Date adopted by Governors/Academy
December 2014

A handwritten signature in purple ink, appearing to read 'Mal Nash', is written over a horizontal purple line.

Signed on behalf of Governing Body

Date reviewed
December 2014

All Saints Church of England Academy, Plymouth aims to be an inspirational community of learning, which will transform the life chances of the students and make a positive contribution to the well-being of the local community and the wider world. The Academy is rooted in Christian values including truth, justice, forgiveness, generosity and respect. The Academy aims to provide outstanding educational opportunities and experiences which will enable all students, regardless of ability and background, to bring out the best in themselves, and to make a difference for good in the world.

The Academy believes that education is about the development of the whole person, and in educating each student will endeavour to:

- sharpen the mind
- enrich the imagination
- strengthen the body
- nourish the spirit
- encourage the will to do good
- open the heart to others

This policy and the associated procedures are based on these principles, aims and beliefs.

Introduction

All tutors are made aware of the contents and purpose of this policy.

This policy is reviewed annually and may be revised in response to feedback from students, tutors and external organisations.

Access

Students are made aware of the existence of this policy and have open access to it. It can be found:

- in the student's file and also
- online in the VLE on our website.

Purpose

We aim to provide a variety of qualifications which provide all students with the opportunity to achieve their full potential by the most appropriate and direct route.

Our Assessment Policy is based on the concepts of equality, diversity, clarity, consistency and openness.

We will endeavour to ensure that the assessment processes are implemented in a way which is fair and non-discriminatory.

Procedure

What students can expect from us

We aim to ensure that all assessment of work is carried out fairly and in keeping with the awarding body's requirements.

All portfolio-based work will be assessed fairly against the qualification standards and teachers involved will be fully trained.

Internal assessments will be carried out fairly and according to awarding body instructions.

Externally marked tests and exams will be according to the requirements of the awarding body.

Students can also expect:

- To be fully inducted onto a new course and given information that can be shared with parents and carers.
- Learning outcomes, performance criteria and other significant elements of learning and assessment to be made clear at the outset of the course and when assignments are set.
- To be given appropriate assessment opportunities during the course with feedback provided on the quality of the work.
- All work to be marked within two weeks of submission by the student.

- Where equivalents and exemptions can be applied, we will ensure this is pursued with the relevant awarding body.

A fair assessment of student's work can only be made if that work is entirely the student's own.

Therefore students can expect an awarding body to be informed if:

- They are found guilty of copying, giving or sharing information or answers, unless part of a joint project
- They use an unauthorised aid during a test or examination
- They copy another student's answers during a test or examination
- They talk during a test or examination.

All allegations of cheating and plagiarism will lead to a full investigation which will follow the guidance of the relevant awarding body.

If a student feels he/she has been wrongly accused of cheating or plagiarism, they should be referred to the Complaints Policy.

Resources

None