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## Fair Assessment Policy

<b>Approved by Chair of Curriculum:</b> Stephen Prudence		<b>Date of approval:</b> November 2025
<b>Headteacher:</b> Sarah Kitching		
<b>Date of last review:</b>	October 2025	
<b>Frequency of review EVERY 3 YEARS and next review:</b>	November 2028	

Statement of Assessment

- 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.
- This Fair 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.

### **Access**

A copy of this policy can be found in the school office and on the school system.

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

This policy is reviewed every three years or in line with new guidance.

### **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 standard.
- Internal assessments will be carried out fairly and according to awarding body instructions.
- Externally marked tests and exams will be carried out according to the requirements of the awarding body.

### **Students can also expect:**

- To be fully introduced to the new course.
- Learning outcomes, performance criteria and other significant elements of learning and assessment to be made clear in the most appropriate way 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 promptly by the assessor.
- Where equivalents and exemptions can be applied, we will ensure this is pursued with the relevant awarding body.

### **Cheating and Plagiarism**

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 any unauthorised aids or material during a test or examination

- They copy another student's answers 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 or their parents/carers feels he/she has been wrongly accused of cheating or plagiarism, they should be referred to the Complaints Policy and Procedure.