



Fair Assessment Policy

Author:	Ms Jade Driscoll, Deputy Head Teacher
Policy Reference:	002
Adopted by Governors:	
Review Date:	January 2017

Contents

	Page
1. Introduction	3
2. Aims	3
3. Student Expectations	3
4. Cheating and Plagiarism	3

1. Introduction

Baysgarth School aims to offer a variety of qualifications which provide all students with the opportunity to achieve their full potential by the most appropriate and direct route. Our 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.

Staff and students are made aware of the contents and purpose of this Policy and have access to it at any time. It can be found online via the Policy section, while a hard copy is available from the Exams Officer.

2. Aims

At Baysgarth School we aim to ensure:

- All assessment of work is carried out fairly and in keeping with the awarding body's requirements.
- All portfolio-based work is assessed fairly against the qualification standards and teachers involved will be fully trained.
- Internal assessments are carried out fairly and according to Awarding Body instructions.
- Externally marked tests and exams follow the requirements of the Awarding Body.

3. Student Expectations

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.
- Where a student has additional needs, appropriate support strategies for external assessments will be put in place in accordance with guidance from the relevant Awarding Body.
- Where equivalents and exemptions can be applied, the school will ensure this is pursued with the relevant Awarding Body.

4. 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 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.

<p>Signed: _____ Chair of Governors</p> <p>Date: _____</p>	<p>Signed: _____ Head Teacher</p> <p>Date: _____</p>
---	---