



SPA SCHOOL POLICY/PROCEDURE FOR ASSESSMENT

1 Policy/ Procedure for Assessment (including formative and summative assessment)

Statement of Assessment

- We aim to provide a variety of qualifications which provide all students with the opportunity to achieve their full potential.
- Our Assessment Policy is based on the concepts of equality, diversity, clarity, consistency and openness.
- We will endeavor to ensure that the assessment processes are implemented in a way which is fair and non-discriminatory. Equality Lime Academy Hornbeam promotes equality of opportunity for and between diverse members of the school community, including, disabled pupils, staff, parents, women, men and different racial groups within the school. In order to do this, the Academy establishes with all staff an overall vision of the duty to promote equality of opportunity for pupils, staff and parents.

We ensure that we will: a. Eliminate discrimination and harassment on the grounds of

- sex,
- race,
- disability,
- religion or belief
- sexual orientation
- gender reassignment,
- pregnancy or maternity

b. Advance equality of opportunity between people who share a protected characteristic and people who do not share it

c. Foster good relations across all characteristics - between people who share a protected characteristic and people who do not share it.

d. Promote positive attitudes towards disabled people.

e. Encourage participation of disabled pupils, parents, staff and carers.

The Academy's stance on equality is further outlined in the "Single Equality Scheme" document. Assessment will be carried out using objective methods.

Assessors will use clear marking schemes and assessment criteria to determine the pupils' achievement. Assessors will use marking schemes and assessment criteria provided by ASDAN.

The students' work will be further internally verified to double check that the assessors have assessed the pupil's work fairly and accurately. Access Students and parents are made aware of the existence of this policy and have open access to it. It can be found on the school network drive and paper copies will be given upon request. All assessors 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, assessors and external organisations.

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 teachers involved will be trained to deliver the qualification to a high standard.
- Internal assessments will be carried out fairly and according to awarding body instructions.

Students can also expect:

- To be fully inducted when beginning ASDAN qualification 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.
Cheating and Plagiarism A fair assessment of student's work can only be made if that work is entirely the student's own, unless otherwise stated to the guidance from the awarding body. Therefore, students work may be discredited if:
 - They are found guilty of copying, giving or sharing information or answers, unless part of a joint project
 - They copy another student's answers to complete assigned work. All allegations of cheating and plagiarism will lead to a full investigation which will follow the guidance of the relevant awarding body in accordance with Lime Academy Hornbeam's Malpractice Policy. If a student feels he/she has been wrongly accused of cheating or plagiarism, they should be referred to the Appeals Policy

September 2021

Review date: September 2022

September 2021 Review date: September 2022

