

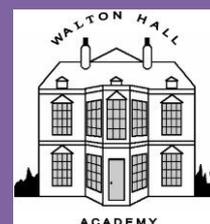
WALTON HALL ACADEMY

**ACCESS TO FAIR
ASSESSMENT
POLICY
2016-2017**

Developed:

Revised: February 2017

Review Date: February
2018



**The Shaw Education Trust
Walton Hall Academy
Access to Fair Assessment Policy
2016 to 2017**

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.
- Our Assessment Policy is based on the concepts of access, 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

Students are made aware of the existence of this policy and have open access to it. It can be found on our website: www.waltonhall.set-mat.co.uk

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

This policy is reviewed annually and subject to SLT approval, and may be revised in response to feedback from students, tutors 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 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 entered onto a new course and given information that can be shared with parents and carers.
- To be given appropriate assessment opportunities during the course with feedback provided on the quality of the work.
- All work to be marked within three weeks of submission by the student, and keeping to the recommended guidelines of specific examination boards.

- 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 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.

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In line with specific examination boards requirements student authentication of work will be provided on the specific documentation made available, and students held accountable for the authenticity of their work.