



Our Mission Statement

Granville Sports College is committed to:

- Raising standards of achievement and creating opportunities for all pupils, regardless of needs to develop their full potential.
- Raising the aspirations of the whole school community by creating a culture of continuous learning that celebrates success at all levels.
- Developing a school that is the pride of the local area where pupils, parents, staff, governors and wider community feel valued, listened to and welcomed for the diverse contribution they make to our school life.

Internal Moderation Policy

Co-ordinator:	Headteacher (Mrs J Kingswood)
Start date:	February 2016
Review date:	February 2018 (or sooner in line with new guidance issued)

Introduction

Internal moderation is a key process carried out by centres, throughout the delivery of a Qualification, to ensure that assessment methods are consistent across all subject teachers/Assessors and that outcomes are fair to all learners.

Evidence of a robust internal moderation system will be required at external moderation and for audit purposes; therefore there must be reliable and auditable record-keeping systems in place.

It is the responsibility of all staff to participate in the moderation process by keeping the necessary records, attending relevant meetings and submitting marked candidate work as requested.

All assessment evidence that has been internally moderated must be kept on site until after the external moderation. The work remains the property of the candidate and can be returned to the candidate according to the requirements of the relevant awarding organisation.

Purpose of the policy

The aim of this policy is to ensure that:

- internal moderation practices are valid and reliable, cover all tutors/assessors and meet the requirements of the awarding organisation;
- the internal moderation procedures are fair and open;

- accurate and detailed records are kept of internal moderation decisions.

The Centre will:

- ensure that all assessment activities are valid, appropriate and fit for purpose;
- apply a strategy that will provide a representative sample across all tutor/assessors;
- create a plan of internal moderation in relation to all assessment activities;
- define, maintain and support effective internal moderation activity and record-keeping;
- ensure that feedback and outcomes of internal and external moderation support future development of good practice;
- carry out an annual evaluation and review of internal moderation policy and procedures.

Signed  Jo Kingswood (Head)

Signed  Karen Mitchell (Chair of Governing Board)