



Document Detail	
Version Non-Statutory	V25.1
Reviewed By:	RB
Reviewing Committee:	N/A
Approved By:	 Ryan Bruce- Deputy Headteacher
Date of Approval:	16 th October 2025
Review Date:	Autumn 2027



ASDAN FAIR ASSESSMENT POLICY

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Version History	
V23.1	No amendments
V25.1	Added in annual standardisation and quality assurance activities.

ASDAN FAIR ASSESSMENT POLICY

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 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 have open access to it. It can be found on the schools website.

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

This policy is reviewed every two years and may be revised in response to feedback from students, teachers, 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 qualification standards and teachers involved will be fully trained.
- Internal assessments will be carried out fairly and according to the requirements of the awarding body.
- An assessment plan for each unit will be drawn up at the start of the unit and submitted with the final submission for external moderation.
- The school will undertake annual standardisation and quality assurance activities.
- Externally marked portfolios will be according to the requirements of the awarding body.

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 quality of work.
- All work to be marked within two weeks of submission by the student.
- 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.