

# Assessment Policy



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<b>Related documents</b>	Fair Assessment Policy Appeals Policy Malpractice or Maladministration Policy Internal Verification Policy Recognition of Prior Learning Policy

## Approval History

Version	Reviewed by	Amendment History	Approved by	Date
1.0	Jane Sullivan	First Draft	Andrew Counsell	18/07/22

## Purpose

Newton Rigg Ltd recognises that both accredited and non-accredited courses require learners to provide evidence of their learning through assessment. Assessment can be managed in different ways and be conducted through various means. Assessment needs to be fair, so that the same piece of work is not judged differently by different assessors.

This policy is designed to provide guidance to tutors, instructors, assessors, moderators and students regarding how we ensure that our assessment processes are fair and transparent.

## Scope

This RPL policy applies to all tutors, instructors, assessors, moderators and students.

Newton Rigg Ltd staff and or its representatives are responsible for the maintenance, review and improvement of this policy.

## Principles

Newton Rigg Ltd has identified the following principles which underpin all assessments:

- **Validity** ensures assessment measures what it claims to measure, the evidence match the competences, the skills, knowledge and expertise that are being demonstrated by the trainee are at the appropriate level
- **Reliability** refers to the accuracy with which an assessment is measured. A reliable assessment consistently gives the same results under similar conditions ensuring different assessors place a similar value on the evidence provided and make similar judgments when confronted with the evidence
- **A fair** assessment, in addition to being valid and reliable, provides equity of opportunity for students in line with Equality legislation

- **Quality** is a key principle in ensuring the credibility and status of Newton Rigg Ltd's accreditation
- **Sufficiency** is the amount of evidence to cover all the aspects of the required criteria
- **Authenticity** refers to the ownership of the evidence. Assessors need to be confident that the work submitted really is the result of the students' own effort and expertise
- **Currency** refers to the date of the evidence. Assessors must be sure that the evidence submitted by the trainee is recent enough to be considered a measure of the current levels of competence.

## **Recognition of Prior Learning (RPL)**

Recognition of Prior Learning (RPL) is a method of assessment that considers whether students can demonstrate that they can meet assessment requirements through the knowledge, understanding or skills that they already possess.

Using RPL for the recognition of non-formal and informal learning involves a review of past experiences. It also includes learning gained through training in the workplace, the community and in the voluntary sector.

RPL does not cover previously certificated learning which is recognised as part of credit accumulation and transfer.

RPL can be used where students can demonstrate that through their experience, they have already gained the relevant knowledge and skills required.

People can gain a range of knowledge and skills through reflecting on their experience in order to identify relevant achievement. They should think about the experience gained at work in any relevant voluntary work, leisure activities and formal and informal education and training for example, adult education courses or in-company training from independent study.

Where evidence presented in support of a claim of RPL is strongly convincing, it may be deemed sufficient for the purpose of certification. If the evidence is less convincing, but nevertheless substantial, the trainee might, where suitable:

- Undergo an oral assessment
- Complete an appropriate assignment
- Complete a written test
- Carry out a demonstration
- A combination of the above

## **Using RPL**

Newton Rigg Ltd will use RPL as appropriate and have processes regarding RPL that are transparent, rigorous, reliable, fair and accessible to students. We offer advice and guidance to students on the type of evidence considered to support the claim for RPL.

All relevant evidence must be assessed by experienced tutors/assessors against the assessment criteria before decisions are confirmed. In assessing using RPL the assessor must be satisfied that the evidence produced by the students meets the required standard. Newton Rigg Ltd will keep appropriate records of assessment and evidence.