



## SMITHILLS SCHOOL

**POLICY:**

### Internal Moderation Policy - Asdan PSD

#### AIM

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| 1. | To ensure there is an accredited lead internal moderator .   |
| 2. | To ensure that internal moderation is valid, reliable and covers all assessors and programme activity.   |
| 3. | To ensure that the internal moderation procedure is open, fair and free from bias.   |
| 4. | To ensure that there is accurate and detailed recording of internal moderation decisions.  |
| 5. | <p>This will be achieved through the following;</p> <ul style="list-style-type: none"><li>• Each lead internal moderator will be responsible for overseeing that there is an effective internal moderation system within their principal subject area.</li><li>• Staff will be regularly briefed and training provided where appropriate for the requirements of current internal moderation procedures.</li><li>• Effective internal moderation roles will be maintained and supported.</li><li>• Internal moderation documentation provided by Asdan should be used.</li><li>• All assignment briefs must be verified as fit for purpose before they are issued to students. Copies of all IM records should accompany assignment briefs.</li><li>• An annual internal moderation schedule, linked to assessment plans will be in place within areas delivering Asdan PSD.</li><li>• An appropriately structured sample of assessment from all programmes will be internally moderated, to ensure centre programmes conform to national standards and standards moderation requirements. At Smithills it is recommended that it be a minimum of three pieces of students work for every assignment completed.</li><li>• Secure records of all internal moderation activity will be maintained and collated by the Lead IM.</li><li>• The outcome of internal moderation should be used to enhance future assessment practice.</li></ul> <p>This policy will be reviewed every 12 months by the Principal and school governors.</p> |

**Written By:** Carolyn Dewse, Assistant Vice Principal

**Signed:**  **Principal**

**Date:** March 2017

**Approved on behalf of Governing Body:**



**Date:** March 2017

**For Review:** February 2018



## INTERNAL VERIFICATION AND ASSESSMENT SYSTEM FOR ASDAN PERSONAL & SOCIAL DEVELOPMENT COURSE 2016 - 2018

