



Internal Moderation Policy

Adopted by Governing Body: 22.05.18

Reviewed by Governing Body: 22.05.18

Next Review Date: May 2023

Review Cycle: 5 years

Statutory Policy: No

Internal moderation ensures that the decisions of all assessors are consistent and fair to all learners. This is particularly important for ASDAN and OCNWMR qualifications, which are internally assessed and externally moderated.

Internal moderation procedures include random sampling and checking of candidate work, the standardisation and recording of assessors' decisions, and the mechanism for the internal moderator to feed back to assessors in order to improve practice (this includes both internal and external moderation feedback). For OCNWMR courses IQA2 forms are completed at each sample and all units are verified and as are the tutors. Sample size depends on the cohort however, we attempt to mark at least 20% of every cohort.

The internal moderation policy at Pitcheroak School:

- Promotes fairness and consistency and meets the school's Awarding Organisations requirements
- Ensures that the arrangements for planning and carrying out of Internal Moderation is timelined and monitored by senior members of staff
- Ensures that the school keep records of standardisation and internal moderation
- Highlights the need for any additional support and training of relevant staff

At Pitcheroak School our internal moderation process is scheduled as part of the INSET published programme of after school sessions for teachers.

Internal moderation of portfolio based work takes place in line with our subject specific moderation calendar once every half term and twice in the first half of the summer term. Please refer to INSET calendar for schedule of moderation.