

FULLBROOK

A Specialist Mathematics, Science and Technology College
With Academy Status



Internal Verification Policy

Aim:

- To ensure that IV is valid, reliable and covers all assessors and programme activity
- To ensure that the IV procedure is open, fair and free from bias
- To ensure that there is accurate and detailed recording of IV decisions

In order to do this, the centre will:

- Ensure that all centre assessment instruments are verified as fit for purpose
- Verify an appropriately structured sample of assessor work from all programmes, sites and teams, to ensure centre programmes conform to national standards and NSS requirements
- Plan an annual internal verification schedule, linked to assignment plans
- Define, maintain and support effective internal verification roles
- Ensure that identified staff will maintain secure records of all internal verification activity
- Brief and train staff of the requirements for current internal verification procedures
- Promote internal verification as a development process between staff
- Provide standardised IV documentation
- Use the outcome of internal verification to enhance future assessment practice

This policy was reviewed by the BTEC Teachers Committee on 7 September 2016. Next Review will be in September 2017