

Ineffective Decision Making Policy

Internal verification is the process by which the Centre ensures its courses are delivered in a consistent and standard manner and that all Awarding Body criteria are met. The Internal Verifier (IV) is appointed by the Centre to undertake its quality assurance.

There is a separate procedure for appealing against assessment decisions which outlines the steps a candidate should take and the role of the Internal Verifier.

In the event of an ineffective decision made by the Tutor / Assessor the following procedure will take place:

1. The person appointed (IV) will meet with the course tutor / assessor and provide feedback on the particular aspect of decision making raised. (Online)
2. This feedback will be recorded within the relevant documentation
3. The person appointed (IV) will recommend any training / development needs resulting from this process
4. The person appointed (IV) will meet regularly with the tutor / assessor to review the assessment process and discuss any ongoing concerns or inconsistencies – (Online)
5. The person appointed (IV) will notify the External Verifier (EV) regarding the process – (Online)
6. In the unlikely event that the decision making process does not improve, the Centre in conjunction with both the IV and EV will consider the future employment of the tutor / assessor.

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