

Internal Verification



Policy

1. Do-Cornwall internally verifies the assessment decisions and administration tasks that trainers and assessors perform in line with current educational standards and best practice.
2. Trainers/Assessors and Verifiers will be suitably experienced/qualified for the role that they perform.
3. All of Do-Cornwall trainers/assessors will be observed and their assessments verified at least once per year.
4. All involved in delivery and verification will attend a standardisation meeting yearly.
5. All training and assessment decisions will be supported by appropriate paperwork, evidence and comments generated during the training and assessment process.
6. Verification documentation should assess differences of opinion between verifier and assessor, with reference to the current standards, qualification requirements and Assessment Plan and Criteria for success. Agreed outcome of the process to be recorded on the verification document.
7. Verification documentation to be stored in accordance with the data policy.