

Expertise and the Design and Development of Assessment and Grading

IBSL has access to expertise in assessment and awarding as detailed on IBSL **Document 9**. There is regular consultation within itself through email, video conferencing or meetings as to the appropriateness of any assessment method or criteria for any unit, and the appropriate grading. The people who make up this committee have been identified through their experience, skill and reputation throughout the Deaf Community (and beyond).

It also has access to expertise to Anne Marie Graham and Uta Sempf of the Council for Administration (CFA) for advice on the design and development of assessments within the QCF and the appropriate awarding levels.

The main person within IBSL responsible for the design and development of assessment and grading for all IBSL QCF units is the Chief Executive who has considerable experience and skill in this area. He shall have regard to comparable assessment structures and grading methods such as are used in other qualifications and may also approach named individuals within the Sector Skills Councils for advice during development of the units. Where appropriate, the Chief Executive will access relevant seminars and other training events that have a bearing on the methodology of assessments, with particular relevance to the QCF. Some of these will be organised by Ofqual. Advice may also be sought from expert individuals within organisations (both private and educational) who deliver subject qualifications relevant to the subject area.

There shall be an ongoing, annual staff development & training programme that aims to ensure IBSL's staff and those who work on its sub-committee are able to update their expertise, knowledge and skills in the design and development of units, or of assessment and awarding procedures. The training may, if appropriate, be provided by an external consultant brought in for the purpose. During these training events, there will be an opportunity for the Chief Executive to provide cascaded information gleaned from external seminars such as those provided by Ofqual.

Also within the training programme, there will be an opportunity for staff and those who work on the design and development of qualifications to develop and review procedures for assessment processes based on QCF units with a view to managing them effectively. Such a session could be led by an external consultant.

The Chief Executive and appropriate members within IBSL shall design units or groups of units within the qualification that ensure each unit is able to be assessed individually under the QCF system, that the skills, knowledge and understanding of all learning outcomes are validated and there would be sufficient evidence required to achieve the learning outcomes. The Chief Executive will also have regard to the consideration of manageable and cost-effective arrangements for assessments and that the need to provide for reasonable adjustments is minimised as much as possible.

The Chief Executive will also ensure that all PASS grades are based exclusively on the assessment criteria within each QCF unit, for which credit(s) are awarded.

