

Appeals Policy

All policies relating to BTEC work should be read in conjunction with school policies to which they will defer where necessary when matters arise.

Aim:

- To enable the learner to enquire, question or appeal against an assessment decision.
- To attempt to reach agreement between the learner and the assessor at the earliest opportunity.
- To standardise and record any appeal to ensure openness and fairness.
- To facilitate a learner's ultimate right of appeal to the awarding body, where appropriate.
- To protect the interests of all learners and the integrity of the qualification.

In order to do this, the centre will:

- Inform the learner at induction, of the Appeals Policy and procedure.
- Record, track and validate any appeal.
- Forward the appeal to the awarding body when a learner considers that a decision continues to disadvantage her/him after the internal appeals process has been exhausted.
- Keep appeals records for inspection by the awarding body for a minimum of 18 months.
- Have staged appeals procedure.
- Will take appropriate action to protect the interest of other learners and the integrity of the qualification, when the outcome of an appeal questions the validity of other results.

Reviewed June 2015

Next Review June 2016

Next Review June 2019
