



Policy Area:	Assessment of Learners- FET
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Responsibility:	<ul style="list-style-type: none">· Quality Assurance Steering Group· FET Management Team
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1. Purpose

Waterford and Wexford Education and Training Board (WWETB) is committed to achieving validity in all forms of assessment associated with its further education and training provision.

2. Scope

This policy statement covers all and any assessment activity associated with certification on any WWETB-run courses in further education and training.

3. Definitions

FET

WWETB's further education and training provision.

Validity

Validity is a fundamental assessment principle ensuring that an assessment measures what it is designed to measure: the relevant standard of knowledge, skill or competence required for an award should be assessed. Validity in assessment occurs when:

- Assessment is fit for purpose (i.e. a practical assessment assesses a practical skill)
- Learners can produce evidence which can be measured against the award standard
- Assessors can make accurate assessment decisions
- Assessment is accessible to all candidates who are potentially able to achieve it

Reliability

Reliability in assessment ensures that assessment measurement is accurate: the knowledge, skills and competence which the assessment measures should produce reliable and accurate results. Reliability in assessment ensures that results are consistent under similar conditions.

Reliability in assessment occurs when:

- The assessment is based on valid assessment techniques
- Assessment conditions are consistent
- Learner evidence is reliable
- Results are consistent across various assessors, contexts, conditions and learners over time.



Fair

Fairness in assessment supports the validity and reliability principles and provides equal opportunity to all learners. Fairness in assessment ensures: learners have access to appropriate resources/equipment in assessment; assessment design and implementation are fair to all learners; and policies and procedures exist to ensure fair assessment of learners.

Quality

Quality in assessment ensures that all assessment processes are quality assured.

Transparency

Transparency in assessment ensures that assessment policy and procedures provide clarity to all relevant stakeholders. Based on QQI Principles for Assessment (QQI, 2013)

4. Policy Statement

Waterford and Wexford Education and Training Board (WWETB) commits to validity and professionalism in approach and execution of all assessment activity related to the realisation of certification for learners and trainees. To this end, there will be a structured and standardised approach to all instances of assessment to ensure consistency and reliability in approach, fairness and transparency in implementation. WWETB commits to quality with regard to its systems and procedures for assessment. Assessment instruments used will be in line with National Standards.

WWETB commits to the development of procedures which will help to ensure security in relation to assessment materials, learner work and assessment records. External personnel involved in the process assessment will be appropriately vetted to ensure their expertise, professionalism, and impartiality.

WWETB commits to providing all FET learners with all relevant information regarding the assessment associated with their courses including the intended schedule for assessment. Learners will be provided with all the information they need in order to achieve the best outcomes in their assessment activity. Assessment events will be scheduled for the most appropriate times in relation to the course calendar and with due regard to learner workload.

WWETB commits to systematic review of assessment processes in line with certification events. Furthermore, learners and trainees will inform general course review including assessment activity and this will be ongoing. There will be procedures in place for learners to make complaints and appeal results. These procedures will be made know to learners. The

procedures will be straightforward and efficient.



5. Review and Update

This policy statement will be reviewed within two years of approval. The supplementary FET policies, procedures and guides which emanate from this statement will be reviewed as appropriate by the quality assurance oversight body and FET management in turn.