



UNITED CENTRE
of
EXCELLENCE

End Point Assessment Policies

Moderation and Standardisation Policy

GP21



Document History

Version	Date	Reason for Revision	Issued by
V1.1	Jan 2020	Initial release	Harj Dhanjal
V1.2	Nov 2020	Document review during covid-19 (Continuity plan diagram added)	Alan Bates
V1.3	Jul 2021	Review of policy for our Ofqual recognition submission	Alan Bates



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Moderation and Standardisation POLICY

Scope for Moderation

SAMPLE THE EFFECTIVENESS AND CONSISTENCY OF INTERNAL ASSESSMENTS DECISIONS THROUGH MODERATION

Moderation is the process through which the marking of assessments by UCE is monitored to make sure it meets required standards and through which adjustments to results are made, where required, to ensure that results are based on the required standard.

As part of the Internal Quality Assurance activities UCE must have a moderation process in place. The supporting records will include the comparison of marks from a representative sample of assessments and making any necessary adjustments. UCE record all moderation activities and file them in the Office 365 for video recorded evidence (Stream) and Goggle Drive for written evidence.

Staff undertaking moderation of internal assessment decisions must meet the tutor/instructor/assessor requirements as detailed in the relevant qualification manual and be independent of the internal assessment decision being moderated.

Scope for Standardisation

PLAN FOR STANDARDISATION EVENTS

UCE conduct standardisation for the following reasons:

- Required as part of UCE standards for Internal Quality Assurers
- Following outcomes, finding and actions identified during the Moderation process
- Applying procedures to standardise delivery, assessment and quality
- Comparing assessment decisions
- Looking for improvements to be made.

One of the ways UCE do this is to run standardisation events and record their outcome. If desired UCE record all moderation activities and file them in the Office 365 (Stream),



