Unit Title:	**Internally Assure the Quality of Assessment**
Unit Level:	**Four**
Unit Credit Value:	**6**
GLH:	**45**
AIM Awards Unit Code:	**GA9/4/EA/004**
Unique Reference Number:	**A/601/5321**

This unit has 5 learning outcomes.

LEARNING OUTCOMES	ASSESSMENT CRITERIA
The learner will:	**The learner can:**
1. Be able to plan the internal quality assurance of assessment	1.1. Plan monitoring activities according to the requirements of own role 1.2. Make arrangements for internal monitoring activities to assure quality
2. Be able to internally evaluate the quality of assessment	2.1. Carry out internal monitoring activities to quality requirements 2.2. Evaluate assessor expertise and competence in relation to the requirements of their role 2.3. Evaluate the planning and preparation of assessment processes 2.4. Determine whether assessment methods are safe, fair, valid and reliable 2.5. Determine whether assessment decisions are made using the specified criteria 2.6. Compare assessor decisions to ensure they are consistent

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LEARNING OUTCOMES	ASSESSMENT CRITERIA
The learner will:	**The learner can:**
3. Be able to internally maintain and improve the quality of assessment	3.1. Provide assessor with feedback, advice and support, including professional development opportunities, which help them to maintain and improve quality of assessment 3.2. Apply procedures to standardise assessment practices and outcomes
4. Be able to manage information relevant to the internal quality assurance of assessment	4.1. Apply procedures for recording, storing and reporting information relating to internal quality assurance 4.2. Follow procedures to maintain confidentiality of internal quality assurance information

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LEARNING OUTCOMES	ASSESSMENT CRITERIA
The learner will:	**The learner can:**
5. Be able to maintain legal and good practice requirements when internally monitoring and maintaining the quality of assessment	5.1. Apply relevant policies, procedures and legislation in relation to internal quality assurance, including those for health, safety and welfare 5.2. Apply requirements for equality and diversity and, where appropriate, bilingualism, in relation to internal quality assurance 5.3. Critically reflect on own practice in internally assuring the quality of assessment 5.4. Maintain the currency of own expertise and competence in internally assuring the quality of assessment

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Owner:	**LSIS**
Unit Grading Structure	**PASS**
Sector Subject Areas (SSA)	**13.1 Teaching and Lecturing**
Unit Review Date (dd/mm/yyyy)	**31/12/2015**
Availability for Use	**Shared – open to all AOs to award credit**
Restricted organisations	
Assessment Guidance	**Evidence for all learning outcomes must come from performance in the work environment. All learning outcomes in this unit must be assessed using methods appropriate to the candidate IQA's performance. These must include:** **• observation of performance** **• examining products of work** **• questioning** **Direct evidence of this kind may be supplemented, where necessary, by discussion, reflective accounts or witness testimony.**

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	Simulations are not allowed.
Equivalences	**N/A**

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ASSESSMENT INFORMATION

Specific Requirements for Assessment and delivery of this unit.

ASSESSMENT AND DELIVERY INFORMATION

Centre devised assessment tasks should be approved by the internal verifier for the course before delivery takes place in order to ensure the assessment is fit for purpose and meets the standards required.

Assessment requirements/recommendations

Evidence for all learning outcomes must come from performance in the work environment. All learning outcomes in this unit must be assessed using methods appropriate to the candidate IQA's performance. These must include:

- observation of performance
- examining products of work
- questioning

Direct evidence of this kind may be supplemented, where necessary, by discussion, reflective accounts or witness testimony. Simulations are not allowed.

There must be evidence of the IQA candidate monitoring a minimum of two assessors each with a minimum of two candidates of their own, through components of a qualification.

This unit is mapped to National Occupational Standards:

- Learning and Development NOS Standard 11: Internally monitor and maintain the quality of assessment.

Unit Summary

The aim of this unit is to assess the performance of a learning and development practitioner with responsibility for the internal quality assurance of assessment.