EAL
Moderation of Centre
Marked Assessments
Requirements
MODERATION OF CENTRE MARKED ASSESSMENTS

INTRODUCTION
This document aims to support Centres in their moderation activities. This document applies to assessment that is marked by anyone involved in the delivery and / or award of EAL approved qualifications or units, within or outside the UK. It includes the process by which EAL will undertake moderation activities and the requirements of its Centres to carry out moderation.

DEFINITION
Moderation: The process through which the marking of assessments by Centres 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. This includes verification.

REGULATORY REQUIREMENT
This document has been developed considering our regulatory obligations set out in the following:

- Ofqual General Condition of Recognition (2016)
- SQA Accreditation’s Regulatory Principles (2014)
- Qualifications Wales Act (2015)

CENTRES’ RESPONSIBILITIES
Where an assessment is marked by a Centre, it is a mandatory requirement that moderation is completed by the Centre and that this activity will be subject to external verification. This is to ensure marking consistency across learners.

Those conducting moderation activities within the Centre must have knowledge and understanding of:

- The moderation process
- The occupations covered by this qualification
- The qualification structure and content
- The learning outcomes and assessment criteria

Moderation must be carried out by someone independent of the assessment being moderated.

Centres must have a moderation process in place and make available all the records for external verification.

Centres are required to retain records of evidence for one year from the date of certification.
EAL MODERATION ACTIVITY
EAL will complete moderation at the centre and will identify the qualification/units to be moderated by an appointed EAL Moderator.

The visiting EAL Moderator will be identified in the notification sent to your Centre Coordinator through Smarter Touch, along with the details related to the visit.

EAL will notify Centres 10 days prior to the Moderator’s planned visit and this will include the names of those Learners selected in the sample the qualification and/or units for the Centre to present to the EAL Moderator on the day of the visit.

It is the Centre’s responsibility to locate and present all relevant records of assessment set out or referenced against the learning outcomes of the qualification.

The outcomes of the Moderation activity will be submitted to EAL’s Moderation Panel who will meet quarterly or as required.

The Moderation Panel will review a range of evidence including, but not limited to:

- Marking consistency across Centres for a specific qualification
- Pass rate data on chosen qualifications and Centres
- Evidence submitted by Centres
- Historical data relating to Centre performance and chosen qualification performance over time

The review will include a range of Centres and associated qualifications for moderation. This could be based on a number of factors including high volume usage of qualifications across Centres, specific EAL Centre risk rating or a new Centre using the qualification.

DOCUMENT REVIEW
This EAL document will be reviewed annually or as required by the business.

CONTACT US
If you have any queries please contact the Customer Service Team at: customercare@eal.org.uk or phone us on: 01923 652 400