

The British Flower and Vibrational Essences

Access to Fair Assessment Policy

Introduction

This policy covers the arrangements for fair assessment for students taking any BFVEA course. Students are made aware of the existence of this policy and have open access to it on paper in a folder from their tutor or on the BFVEA website at: **www.bfvea.com**.

All BFVEA Tutors are made aware of the contents and purpose of this policy. This policy is reviewed annually and may be revised in response to feedback from students, tutors, and external organisations.

Policy

Every student taking a course within the BFVEA will be assessed fairly. That means that:

1. Assessment will be a test of what the student knows, what they understand, and what they are able to do.
2. For any particular course, every student will be assessed using the same overall set of activities and criteria.
3. All Tutors will work towards the same course objectives to ensure that all students in all courses have been judged against common content and criteria.

Appeal Procedure

If a student feels that they have not been assessed fairly then they should use the Complaints Procedure, first discussing the situation with the Tutor then involving the BFVEA Course Moderator and Disciplinary Committee.