

# Assessors Check Process



## WESTON FAVELL ACADEMY

Policy/Procedure creator: Lynne Freeland

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Centre Name	Weston Favell Academy
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Current process reviewed by	Lynne Freeland
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### Key staff involved in the process

Head of centre	Todd Johnson
Senior leader(s)	Ian Craig
Exams Manager	Lynne Freeland
Other staff (if applicable)	Stuart Last
Sendco	Richard Collier

This process is reviewed and updated annually to ensure compliance with current requirements and regulations.  
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## Purpose of the procedure

This procedure details the measures taken at Weston Favell Academy to verify the qualifications held by the external assessor.

The specialist centre assessor is appointed at the start of the academic year by the Head of Centre in conjunction with the Sendco. The specialist assessor must either be:

- A qualified Psychologist registered with the Health & Care Professions Council (HCPC)
- A specialist assessor with a current SpLD Assessment Practising Certificate, awarded by BDA.
- A specialist assessor with the post-graduate qualification in individual specialist assessment at or equivalent to Level 7.

The Head of centre will check that the centre's specialist assessor's qualifications meet the JCQ required levels. The Sendco will monitor that the assessment process is correctly carried out.

Our school's specialist assessor is Louise Barltrop who has the following qualifications:

BA Hons (with QTS), MA, Dip RSA, OCR Dip SpLD, FHEA  
AMBDA, PATOSS, Dyslexia Guild

Louise holds a SpLD assessment practising certificate and an OCR Level 7 Diploma in teaching and assessing learners with Dyslexia and specific learning difficulties. The original certificate has been seen by Sendco and copies of her certificates are kept on file in the SEN office.

Louise has an APC code which is 500002492-OF7088 with the awarding body, PATOSS which has been confirmed correct and current on the PATOSS website.

Statement produced by Lynne Freeland

Examinations Manager