



Continuous Improvements of Assessment Practices

iPET Network are committed to the high standard and quality of assessment practices to ensure end point assessors have a consistent approach with all assessment methods and decisions being fair, valid, reliable and authentic.

iPET Networks robust and transparent quality assurance processes ensure continuous support, development and improvement of the end point assessment process and assessment decisions.

All end point assessors will receive a full induction with clear guidance on the procedures and expectations of ethical behaviour towards the end point assessment process. End Point assessors will be allocated an Internal Quality Assurer who will provide practical and remote support and guidance on the process of the end point assessment expectations. The Internal Quality Assurer will ensure the end point assessor has the underpinning knowledge of the qualification and end point assessment elements to effectively carry out the assessment with fair judgement of the apprentice performance.

An annual IEPA training needs analysis will be completed to ensure they have the current, relevant skills and knowledge to carry out the role, if any areas of support identified, training will planned, actioned and reflected upon. If trends of support are identified standardisation will be completed with all IEPA.

The Internal Quality Assurer will provide the End Point Assessors with a minimum of one direct observation per year to confirm the quality of the practice, process and identify future standardisation needs, this will embed a standardised approach with all EPA assessment components. All end point assessors will be risk rated dependent on experience and qualifications, this will determine the amount of support, training and guidance required. The Internal Quality Assurer will sample the agreed percentage of the assessment decisions dependent on the risk rating, quality strategy and End Point Assessment Plan

The Internal Quality Assurer will capture apprentice feedback as part of the end point assessor direct observation. This feedback will be used to review the apprentice experience and gauge the fairness of assessment decisions. Any feedback which identifies either good practice or development areas will be included in the planned standardisation activities. In addition, each apprentice will have the opportunity to provide feedback through a review form at the point of proceeding through to the gateway for their assessment.

All Internal Quality Assurance direct observations will be reviewed annually by the Lead Internal Quality Assurer who will evaluate the assessment decisions and high light any gaps in evidence or performance. This will then be standardised with all the End Points Assessors and Internal Quality Assurers to review best practice and identify future standardisation activities.

The Lead Internal Quality Assurer will complete an annual report capturing all the key activity, standardisation activity and developments.