

BRITISH CANOEING AWARDING BODY EQUAL OPPORTUNITIES POLICY FOR ACCESS AND FAIRNESS IN ASSESSMENT

A THE BRITISH CANOEING AWARDING BODY'S COMMITMENT TO EQUAL OPPORTUNITIES IN ASSESSMENT

The British Canoeing Awarding Body is committed to ensuring access to, and fairness in, assessment for all candidates regardless of their race, ethnic or national origin, gender, sexual orientation, disability, age, marital status, social class, political or religious beliefs and affiliations or other personal or professional characteristics which are acknowledged to have no bearing on assessment.

This commitment to access to, and equal opportunities in, assessment has been translated into a range of principles underpinning the awarding body's policies and procedures, which all its personnel, associates and centres are obliged to follow. This document gives details of those principles, policies and procedures.

B PRINCIPLES, POLICIES AND PROCEDURES

1 Ensuring access and equality of opportunity while safeguarding the integrity of the qualifications

In setting the structure and content of the qualifications and in the processes and arrangements for assessment and awarding, the British Canoeing Awarding Body will ensure access to assessment and equality of opportunity in assessment for all candidates while, at the same time, safeguarding the integrity of its qualifications. Below are listed the strategies which the awarding body will follow to ensure access to, and equality of opportunity in, assessment while safeguarding the integrity of its qualifications.

- All the awarding body's employees, Senior External Verifiers, External Verifiers, other associates and approved assessment centres are required to adhere to the principle that no candidate must at any time be discriminated against on the grounds of his or her race, ethnic or national origin, gender, sexual orientation, disability, age, marital status, social class, political or religious beliefs and affiliations or any other factors which are irrelevant to assessment. The adherence to this requirement will be subjected to stringent checks on an ongoing basis, as is described in section C below.
- It is a requirement for all approved centres that, before they register candidates, they should carefully assess their prior attainment and needs to make sure that those candidates are registered at the level of the qualification appropriate to them.

- At the time of registration, candidates will be asked to complete an Equal Opportunities Questionnaire, and the information yielded by the questionnaire will be recorded and monitored by the awarding body.
- In conducting assessment and reaching assessment decisions, centres' Assessors and Internal Verifiers and the awarding body's External Verifiers will have to ensure that it is only the candidates' skills, knowledge, understanding and competence that have a bearing on their assessment results, which should not be influenced by any other factors. No candidate must be either discriminated against or given an unfair advantage. Guidance to this effect has been issued to all the personnel concerned, and the adherence to it will be continuously monitored by the awarding body.