

Policy on Providing Assessment Feedback



Subject	Policy on Providing Assessment Feedback	
To	Institute of British Sign Language	
By	Spire HR Solutions Limited	
Date	October 2016	
Version	1.0	October 2016

Purpose

To outline the Company's policy regarding provision of feedback to Centres and learners.

Procedure

IBSL endeavour to provide the highest level of service possible to our partner Centres and learners undertaking our qualifications. We aim to ensure that learners receive grades from marked assignments and examinations in a timely manner. We are, however, unable to provide Centres or learners with individual feedback as to why a particular mark has been issued.

Please note that Centres will not be permitted to retain any copies of assessment materials once learners have completed their examinations under any circumstances.

For any queries regarding this policy please email admin@ibsl.org.uk