

Internal Marking of Candidates Work

Balcarras is committed to ensuring that whenever its staff mark candidates' work this is done fairly, consistently and in accordance with the awarding body's specification and subject-specific associated documents.

Candidates' work will be marked by staff who have appropriate knowledge, understanding and skill, and who have been trained in this activity. Balcarras is committed to ensuring that work produced by candidates is authenticated in line with the requirements of the awarding body. Where a number of subject teachers are involved in marking candidates' work, internal moderation and standardisation will ensure consistency of marking.

Candidates will be informed of the mark the school is submitting to the awarding body at least five days before the awarding body's deadline. If a candidate feels there is an issue with the way this mark has been awarded they should immediately contact the head of department for that subject.

The moderation process carried out by the awarding bodies may result in a mark change, either upwards or downwards and so the mark submitted to the awarding body should be considered provisional.