

Process to check the qualifications of the centre's assessor and the procedure followed

The specialist centre assessor is appointed by the Head of Centre with the assistance of the SENCo.

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 a 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. This process is carried out prior to the assessor undertaking any assessment of a candidate.

The SENCo will set-out and monitor that the assessment process is correctly carried out.

The SEN assessments at Ormiston Forge Academy this academic year will be carried out by our SENCo Hayley Chambers.

The original certificate has been seen by the Head of Centre and a copy is held on file with the Exams Officer.

Statement: 1st October 2025