Quality Training and Assessment Policy

Quality training and assessment arrangements described within the MGTD Pirii system shall be in place through procedures that address quality training and the four key principles of assessment.

Training and assessment arrangements include:

 Qualified trainers and assessors with appropriate skills and knowledge of industries that complement training packages delivered by MGTD Pirii.
 Ensuring processes are in place for preparing training packages that will provide the knowledge that learners need to achieve positive assessment results.
 Identification of learner special needs and application of reasonable adjustment to help learner achieve required results.
 Development of assessment methods appropriate to the learner, the job role, the enterprise and the competency.
 Application of quality assessment and evidence gathering tools that have been developed and validated with industry such as observations, questioning, third party reports and supplementary evidence.
 Assessment recording processes.
 Process for reporting assessment outcomes to the learner and an appeals process.

The four key principles of assessment are validity, reliability, flexibility and fairness:

 **Validity** – a valid assessment to assess evidence collected that is relevant to the activity and demonstrates that the performance criteria have been met.
 **Reliability** - to the consistency or reproductive ability of the assessment. A reliable assessment will show consistent results from one assessment to the next.
 **Flexibility** - in assessment allows for assessment on or off the job and at mutually convenient times and situations.
 **Fairness** - a fair assessment does not disadvantage any person and takes into account the characteristics of the person being assessed. A fair assessment provides opportunities for reassessment.

Signed:  
Michael Gray  
CEO / Director  

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