

TRAINER AND ASSESSOR CRITERIA

CRITERIA

All IFD College Assessors and Trainers will have:

- a minimum of 10 years occupational experience
- a relevant sector or educational award (decisions regarding relevance will be made by the Governors)

CPD

All IFD College Assessors will:

- keep up to date with the occupational standard which they are assessing
- keep up to date with all current Health & Safety legislation
- keep up to date with all IFD College procedures and policies
- be encouraged to achieve an A1 qualification
- whenever possible attend all training and quality assurance meetings
- comply with all IV /IQA and EV /EQA recommendations

RECORDS AND RECORD KEEPING

All IFD College Assessors and Trainers will be expected to:

- regularly complete and maintain candidate/student records
- assessors will assess units on a regular basis, keeping contact with candidates at all times
- inform the IFD College administrator of any changes which may affect their ability to fulfil their obligations to the college and their students
- comply fully with GDPR and the College Data Protection Policy

This policy was approved by the IFD College Governors on 1st December 2018

Review date December 2021