**SELF REVIEW OF DERIVED AND UNEXPECTED EVENT GRADE PROCESSES**

**For each subject complete a review template in discussion with HODs/TICs of their processes to ensure:**

* that the assessment task (exam/test/other) provides authentic, standard-specific evidence covering all criteria of the standard
* that the grades submitted are consistent with the standard by being subject to a quality assurance process including:
	+ the assessment task was critiqued
	+ the marking process was subject to a verification or justification process.

|  |
| --- |
| **SUBJECT HEAD OF DEPARTMENT/TEACHER-IN-CHARGE** |
| **Procedure to ensure authentic, standard-specific evidence is collected****SOURCE OF ASSESSMENT MATERIAL**  | **Procedures for ensuring the reported grade is consistent with the national standard****EITHER****GRADE VERIFICATION** *a sufficient number and range of grades**are* ***verified*** *by another subject expert****:***  |
|  |  | practice examination |  |  | panel or strip marking  |
|  | purchased from ………………  |  |  | check marking of selected papers by ……………. |
|  | modified past NZQA exams  |  |  | other - specify ……………. |
|  | class test of the standard | **OR****GRADE JUSTIFICATION** *when another subject expert is not available for grade verification the evidence to give confidence / justify the grades as being consistent with the standard is:* |
|  | self-developed |
|  | other - specify ………… |
| Past NZQA papers **must be modified** to ensure authentic grades.How is commercial material kept secure? Who critiqued the assessment activity, if it is not critiqued, why not? |
|  |  | a comparison of previous year’s practice exam results and NZQA external examination grades in that subject  |
|  |  | assessor is involved in marking external examinations in the subject area |
|  |  | high agreement rate of external moderation over time in assessor’s courses |
|  |  | the assessor’s ability and accuracy in applying an assessment schedule and their use of NZQA exemplars. |

|  |  |
| --- | --- |
| **RECOMMENDED CHANGES** | **RECOMMENDED CHANGES**  |