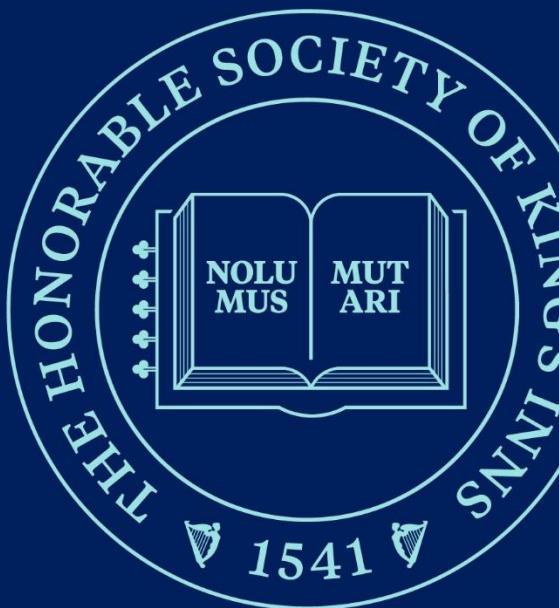


KING'S INNS

Assessment of Learners Policy

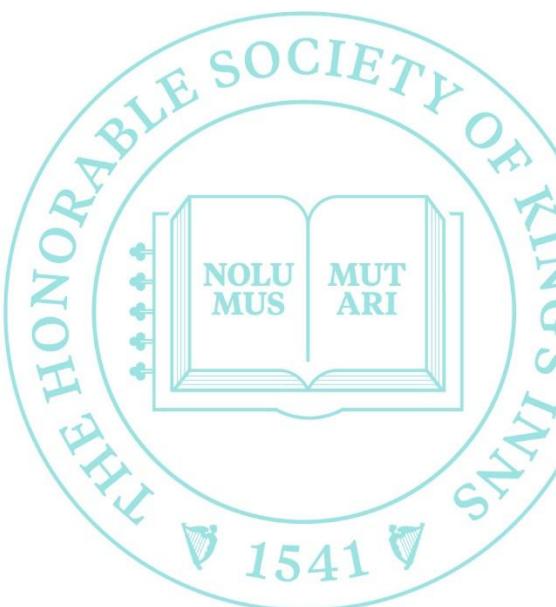
Lead staff member:	Registrar
Date of last review:	2/4/2025
Approval body:	Council of King's Inns
Frequency of review:	3 years
Next review date:	2028

Revision No.	Details of change/s	Date
01		
02		
03		



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1. Introduction

King's Inns is committed to a policy that underpins robust, efficient, effective, equitable, and transparent assessment systems that endorse the integrity of standards and awards of qualifications.

This policy is aligned with and should be read alongside King's Inns Education Rules, King's Inns General Rules, Statement of the Required Competencies of a Barrister, Legal Services Regulation Act, other relevant legislation and subsidiary legislation of Ireland and EC, QQI guidelines, and the Recognition of Qualifications concerning Higher Education in the European Region (Lisbon Recognition Convention) 1997 and subsidiary texts.

2. Purpose of Policy

- 2.1 This policy is to make sure that the design and methods of assessment:
 - 2.1.1 Support programme and learning outcomes, and the achievement of the standards and specified competencies (where specified) in the programme.
 - 2.1.2 Are planned and coordinated as an integral part of the programme.
 - 2.1.3 Are valid, reliable, and equitable.
- 2.2 The policy seeks to ensure that learner progression is based on the attainment of standards set out in the Education Rules and Assessment Regulations.

3. Benefits of Assessments

- 3.1 Academic standards are supported and maintained, and the integrity of awards is sustained.
- 3.2 Assessment promotes the demonstration of programme and module learning outcomes and learner competencies (where specified).
- 3.3 Assessment and progression practices are consistent and equitable.
- 3.4 Progression is based on the attainment of defined standards in accordance with the Education Rules and Assessment Regulations including those related to the Entrance Exam Board.

4. Scope of Application of Assessment Policy

This policy applies to:

- 4.1 Programmes of education at King's Inns.
- 4.2 All course assessments and module assessments, regardless of their format, including examinations, assignments, open book assessments, closed book assessments,

recorded assessments, and take-home assessments, undertaken by learners when attending King's Inns.

4.3 Assessments take the form of in-person, and human-invigilated assessment at King's Inns or take-home, open book, online assessments. The format of the assessment is determined by King's Inns.

5. Assessment Policy Principles

This policy is based on these principles:

- 5.1 King's Inns sees the achievement of required standards as essential for a learner to obtain or progress towards one of its qualifications.
- 5.2 Assessment is planned and implemented as part of the overall programme or module work content.
- 5.3 Inclusivity reinforces the design and implementation of assessments to ensure equitable access to participation in assessments.
- 5.4 Providing assessment and feedback builds the confidence and capability of learners to reflect upon and critically evaluate their learning, and to assess the quality of their performance against agreed standards.
- 5.5 Timely feedback is an essential element of the assessment process that encourages and improves learning.
- 5.6 Assessment feedback encourages learning and programme participation, and links effort to performance.

6. Assessment Policy Statement

- 6.1 Assessment design should ensure that assessment methods:
 - are valid, reliable, and equitable,
 - maintain academic and / or professional standards,
 - are aligned with programme and module learning outcomes, and graduate competencies, where applicable,
 - ensure a range of assessments across a programme, where appropriate and where there is a range of assessments, the weighing of each assessment will be appropriate having regard to the total credit weighting of the programme,
 - promote academic integrity and minimise opportunities for academic misconduct.
- 6.2 King's Inns operates safeguards to minimise the potential for error in the marking process and depending on the assessment. Safeguards may include some or all of the following: anonymous marking (where feasible), markers' meetings, second marking (where applicable), the use of instructions, and marking guidelines on reasonable accommodation.

- 6.3 As part of King's Inns internal quality assurance procedures, all assessments are subject to internal review prior to being sent to External Examiners for their consideration.
- 6.4 King's Inns appoints External Examiners for all assessments to maintain standards and to make recommendations on assessments including clarity and certainty of questions and topics to be assessed.
- 6.5 Assessment methods and approaches are regularly reviewed for effectiveness, drawing on the feedback and recommendations of External Examiners and examiners and learner feedback, and are improved through revision and adaptation.
- 6.6 Reasonable accommodations may be made for learners with disabilities or who may be disadvantaged due to circumstances beyond their control. Reasonable accommodations are made in compliance with the Disability Support Policy and legal obligations. Reasonable accommodations are designed and applied in a manner that does not compromise assessment standards.
- 6.7 Learners are briefed at meetings are provided with Codes of Conduct and Guidelines throughout the programmes to ensure that they are familiar with how and why they are assessed in different subjects and to ensure that learners are comfortable with being assessed online and the use of LockDown browsers.
- 6.8 Programme assessment methodologies, criteria, and instructions may be published in: Learner Handbooks, Programme Manuals, Assessment Regulations, and / or Codes of Conduct and Guidelines for different types of assessments to ensure transparency and to improve understanding of the different assessments. The programme assessment methodologies, criteria, and instructions will be published on Moodle.
- 6.9 Learners are required to demonstrate achievement of the learning outcomes and to complete all module assessment components required by their programme assessment methodologies, criteria, and instructions. Completion may include, the submission of assignments, attendance at examinations, and include recorded assessments on some programmes. Learners who do not complete the required assessments will not satisfy the required standards to progress or receive an award.
- 6.10 Learners will meet the requirements of their programme and satisfy the rules and regulations.
- 6.11 Plagiarism, cheating, and other fraudulent or dishonest behaviour are considered breaches of discipline under the Education Rules and Student Code of Conduct and are subject to King's Inns disciplinary procedures and a range of sanctions.
- 6.12 All appeals in relation to the Diploma in Legal Studies and the Barrister-at-Law degree assessments are considered in accordance with the Education Appeals Procedure.

7. Roles and Responsibilities

The Registrar is the owner of this policy and will with the Education Committee, Dean, and relevant Coordinators oversee the implementation of this policy.

8. Monitoring and Review of Policy

The policy owner is responsible for monitoring implementation of the policy, ensuring that all associated documents are updated and current, and that the policy is reviewed as required.

The policy will be reviewed every three years from the date of first approval unless changes are required owing to legal, statutory and/or organisational change.

All policies and policy changes are approved by Council on the recommendation of Standing Committee. Policies relating to the School of Law will be reviewed in the first instance by the Education Committee before being recommended to Standing Committee

9. Associated Documents

- [King's Inns Education Rules](#)
- [King's Inns General Rules](#)
- [Statement of the Required Competencies of a Barrister](#)
- Student Code of Conduct
- Assessment Regulations
- Codes of Conduct and Guidelines
- Student Handbooks

10. Referenced Policies

- [External Examiners Policy](#)
- [Disability Support Policy](#)
- Education Appeals Policy