

Process for checking AA Assessor's qualifications

Date of next review: 31st December 2025

Candidates must be assessed by an assessor to ensure that the access arrangements/reasonable adjustments approved allow the candidate to access the assessment, but do not result in an unfair advantage.

The head of centre is responsible for:

- the quality of the access arrangements/reasonable adjustments process within the centre
- the appointment of assessors
- checking the qualifications of those assessing candidates (e.g. photocopy of certificate or printout of screenshot of HCPC or SASC registration)

The head of centre must satisfy themselves that a professional assessor has the required level of competence and training. The professional assessor must present evidence of successful completion of a post-graduate course by providing evidence from the list below:

- copy of current Assessment Practising Certificate (APC) issued by Patoss, Dyslexia Guild or British Dyslexia Association;
- copy of Level 7 assessment qualification certificate
- screenshot of HCPC registration showing the Unique Registration Number
- screenshot of SASC listing showing the APC code number and expiry date
- screenshot of listing for PAPAA Graduates showing the certificate number
- screenshot of listing for CPT3A Certificate Holders showing the certificate number
- screenshot of listing for ETAAC Certificate Holders showing the certificate number
- screenshot of listing for Patoss AAA Certificate Holders showing the certificate number

SENCOs must hold on file, for inspection purposes, the evidence provided confirming that the assessor(s) is/ are suitably qualified.

The names of all assessor(s) must be entered into Access arrangements online to confirm their status.