



Reassessment Policy

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| Approved by: | Ray Lau |
| Signed: | <i>Ray Lau</i> |
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| V1 | May 2024 | Policy written |
| V1.1 | Apr 2025 | Updated to encompass all relevant Appropriate Awarding Bodies (AAB) |

Reassessment Policy

Remit of this policy

Statement of Intent Active Swim is committed to fair assessment and should be given sufficient opportunities to pass tutor-assessed units during a course. However, if a candidate is not yet competent in such a unit, the following policy should be followed:

1. The tutor will inform the learner that they are not yet at the required standard. The tutor will provide feedback to the learner on what they need to do to reach the required standard. An action plan will be set to become competent in the specific units.
2. The learner should notify the Key Contact when the learner feels that they are ready to be reassessed.
3. Written tasks: the learner should resubmit the rewritten evidence to the original tutor. Practical assessments: the learner should be offered the opportunity to be reassessed on an Active Swim course or arranged at their venue, which is subject to an assessment charge.
4. Further reassessments for Aquatic qualifications will be charged a minimum of £50 for professional discussion, £50 for re-submission of written work and £100 for practical re-assessment visit.
5. Candidates have 12 months from the start of registration (first day of the course) to complete a Swim England Qualifications from the registration date. Learners for the STA qualifications for any MCQs must complete successfully on the second attempt. They will have to redo the course. A candidate should be aware that if they fail to ask for reassessment before this period is finished, they would lose the right to be reassessed.

Review

This policy will be reviewed annually to ensure that it continues to meet the requirements of Active Swim and SEQ/STA.

Contact

Ray Lau

swimeducation@activeswim.co.uk