

## **Learner Appeals Policy**

Learners have the right to appeal against an assessment decision made by tutors/assessors at Parkour UK. The procedure outlined within this policy must be followed for an appeal to be considered.

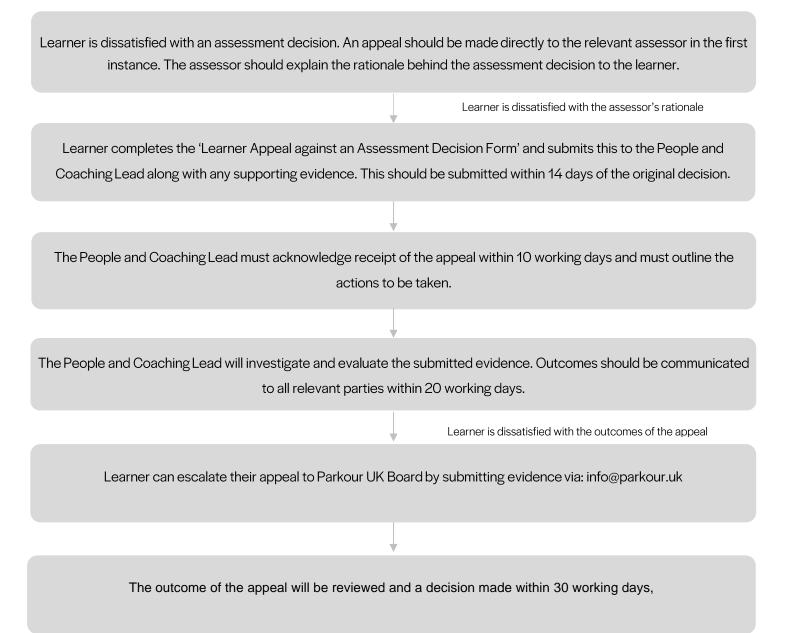
The Head of Development is responsible for ensuring that this policy is published, implemented and accessible to all personnel, learners and any relevant third parties. The HoD will also ensure that all personnel have read and understood this policy and that any amendments to the policy are communicated to relevant parties.

Learners should be made aware of this policy at the start of their course/programme and the policy should be easily accessible on the Parkour UK website

Learners wishing to appeal against an assessment decision must do so within 14 days of the original decision. We advise learners to keep copies of all documents relating to the appeal. The following procedure should be followed by learners wishing to submit an appeal.



## **Appeal Submission Procedure**





Learner's name	
Learner registration number	
Address	
Email address	
Contact number	
Date of assessment	
Date appeal submitted	
Name of assessor against whose decision	
the appeal is being made	

Describe the reasons for your appeal as fully as possible. Please include **copies** of any associated documents (e.g. learner evidence, record of achievement, observation checklists, feedback from the assessor etc.). Learners should retain a copy of this form.

Type of assessment and details of original assessment decision					
Reason for the appeal					
		_			
Learner signature		Date			



## To be completed by the People and Coaching Lead.

Date of Appeal Investigation								
Investigation Details								
Outcome (tick one only)								
Outcome (tick one only) Uphold original assessment decision								
Offer the learner an opportunity for a reassessment (free of charge)								
Overturn original assessment decision								
Other actions relating to outcomes								
(give details)								
People and Coaching Lead signature		Date						
Learner signature		Date						

Signing this form <u>does not</u> necessarily indicate agreement with the decision but is an acknowledgement of receipt of the outcomes.