

### **Moderation Arrangements – All Areas 2006-2007**

**Moderation Arrangements:**

Work will be moderated electronically. Additional evidence will be sent by post from the participating organisation to the address below.

If learners' work fails to meet the Certificate requirements the organisation will be informed through an emailed report that will identify the additional evidence required to achieve certification. The Moderator might request an additional sample of work if there is concern about the standard of the first sample. To claim Certification a learner's work must show their progress through all three stages of the Plan-it process consecutively, within a calendar year from registration.

Connexions West of England will complete the moderation and send a report to schools within 3 weeks of taking receipt of a Moderation Request Form and the required additional paper evidence.

To apply for a registration form for the Plan-it Certificate please contact:

Sue Lewis  
Connexions West of England  
PO Box 2115  
4 Colston Avenue  
Bristol  
BS99 7PZ

Tel: 0117 9074 419

Email: [slewis@connexionswest.org.uk](mailto:slewis@connexionswest.org.uk)

Or download the Certificate Registration Form from:  
[www.s-cool.co.uk/planit](http://www.s-cool.co.uk/planit) handbook