

# **The Self Defence Centre CIC**

## **Malpractice policy**

**The Self Defence Centre CIC** do not tolerate actions (or attempted actions) of malpractice by:

1. Learners;
2. Staff;
3. Licensed Centres.

Malpractice by a learner will result in immediate removal from the course / examination or assessment and cessation of any further learning through **The Self Defence Centre CIC**

Malpractice by staff or any licensed centres will result in immediate suspension from all training whilst a formal investigation is undertaken.

Assessment malpractice consists of those acts whether deliberate or not, which undermine the integrity and validity of assessment, the certification of qualifications and additionally may damage the authority of those responsible for conducting the assessment and certification. It also includes breaches of examination or test security.

Consistent with the [Relevant Awarding Organisation/Governing Body Qualifications Centre Management Handbook], **The Self Defence Centre CIC** does not tolerate actions (or attempted actions) of malpractice by learners in connection with Pearson qualifications. **The Self Defence Centre CIC** impose penalties and/or sanctions on learners or centres where incidents (or attempted incidents) of malpractice have been proven.

If malpractice or suspected malpractices committed by learners is discovered by us, [Relevant Awarding Organisation/Governing Body] will be notified. The outcome of the investigation and details of any actions taken by **The Self Defence Centre CIC** be reported to Pearson/Highfield. All learners will be informed at the earliest opportunity of the specific allegation and Pearson's/Highfield Malpractice Procedure, including the right of appeal. Learners found guilty of malpractice may be disqualified from the qualification for which they have been entered for.

In accordance with the [Relevant Awarding Organisation/Governing Body Qualifications Centre Management Handbook], [Relevant Awarding Organisation/Governing Body] will inform the SIA of disqualified learners who may elect to revoke their license to practice. In the case of suspected malpractice by a member of teaching or training staff, **The Self Defence Centre CIC** Pearson/Highfield at the earliest opportunity and follow up with full details, in writing, to [Relevant Awarding Organisation/Governing Body]. **The Self Defence Centre CIC** right, in cases of malpractice, to withhold the issuing of results / certificates while an investigation is in process. The investigation will depend what further action may be taken.

Issued: 01/01/2021