# Portfolio Assessment Sheet – BA

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| **Name of Student** |  |
| **Programme/Pathway of Study** |  |
| **Assessment Date** |  |

* **Feedback on Tasks – please use the sections below to offer feedback and assessment on the quality of each of the tasks presented by the student in this portfolio. Feedback should reflect what the student has done well and give specific pointers for further development. Where reflection is a requirement of the task, specific attention should be paid to the quality of the student’s work in this regard.**
* **If this is a formative submission, please state what the student should do to improve their work prior to summative stage/final portfolio assessment.**
* **Please refer to the student’s Practice Handbook for task details should you need. Tasks are usually labelled in the form of *Number.Number* and sometimes contain a number of sub-tasks which should be commented on.**
* **Please note, portfolios that do not include ‘Safe to Practice’ forms, or timesheets demonstrating the number of hours accrued at submission point will be deemed a ‘Technical Fail’.**

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| **Task** (please insert task reference) | **Feedback** | |
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| **Please indicate the competencies and sub-competencies that the student has claimed in this portfolio submission:** | |  |
| **Which of the competencies and sub-competences claimed do you assess as being met?** | |  |
| **Which of the competencies and sub-competences claimed do you assess as not being met? (If none, please state ‘N/A’).**  **Please advise the student regarding what they should do to address this.** | |  |

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| **Overall feedback on the portfolio** |
| **Indicate whether the portfolio:**  **Is referred/passes/passes with merit/passes with distinction.**  Please note these ‘gradings’ are indicative. Where summative, they will contribute to the student’s end of year/course assessment of practice. |

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| **Name of Practice Tutor** |  |
| **Signature** |  |

**Moderation: Parity Comments**

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| **Name of Moderator** |  |
| **Signature** |  |
| **Date** |  |