

## Assessment of BHSQ Qualifications in a Language other than English

BHSQ qualifications are assessed in English. Where there is a need for an alternative language to be used, BHSQ will consider this on a case-by-case basis. The following examples are reasons for adjustment.

- The learners are taking the qualification as part of their training and development for a specific role in the workplace which requires them to use a language other than English.
- There is a requirement where the learning is taking place and where the learner resides, that assessment should be available in a language other than English.
- The employer(s) of the learners require the learning to be delivered in a language other than English as part of their business.
- The learners are studying the qualification to gain knowledge understanding and skills in a language other than English, in which the assessment will take place.
- The use of a language other than English in assessment will not cause a breach of regulations.

Where BHSQ makes available a qualification in more than one language, BHSQ must take all reasonable steps to ensure that all assessments are consistent in standards. This must be evidenced.

Please note qualifications offered internationally in languages other than English, can only be offered if the same qualification is also offered in the United Kingdom.

### Process

Centres who wish to offer BHSQ qualifications in a language other than English should first contact BHSQ with a rationale. BHSQ will consider the request and may ask for further information to support its decision.

Once approval has been granted the centre may make arrangements to translate the relevant documentation from English to the other language. This documentation may include qualification specifications, suggested assignments, resource lists and relevant policies.

The centre must ensure the suitability of the translator for assessment so that decisions are valid and reliable.

Where assessment is taking place in a language other than English, the centre must ensure the translator declaration is fully implemented, completed and sent to BHSQ at the time of certification. Without this declaration, certification cannot take place. It is the centre's responsibility to ensure all requirements stated on this declaration are met in full.

Standards and quality assurance must be same outside of the United Kingdom as it is in the United Kingdom.

### The design and content of certificates

BHSQ will ensure the language of the assessment is clearly identifiable on the certificate.

## Monitoring and review

This document and its content will be reviewed on a three year cycle, or earlier should it be needed to ensure it remains fit for purpose.

**Date for review:** March 2023

## Document history

Version	Revision date	Reason
2	21/02/2020	To revise and replace previously produced document

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