SANCTIONS POLICY

Policy Owner: Head Office
Oversight Committee: Examinations & Standards Committee
Final Authority: Grand Council
Applies to: Learners, centres, teachers, staff, examiners, partners and third parties
Review Cycle: Annual or following regulatory or operational change
Last updated: 8th February 2026

1. Purpose

This policy sets out how International Performing Arts & Theatre Limited (I-PATH) applies sanctions where there has been:

- non-compliance with I-PATH requirements
- malpractice or maladministration
- behaviour or systems that place assessment integrity, learners or public confidence at risk

The purpose of sanctions is to:

- protect learners and the integrity of qualifications
- maintain confidence in assessment outcomes
- secure compliance and improvement
- act proportionately, transparently and fairly
- meet Ofqual expectations through the awarding organisation

Sanctions are not applied lightly and are always supported by evidence, due process and governance oversight.

2. Scope

This policy applies to all activity relating to:

- regulated and unregulated qualifications
- examinations, assessments and certification
- centre approval and delivery
- examiner conduct and performance
- governance, administration and quality assurance

It operates alongside, but separately from:

- Malpractice and Maladministration Policy
- Appeals Policy
- Complaints Policy

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- Conflicts of Interest Policy
- Anti-Bribery & Anti-Corruption Policy

3. Principles for Applying Sanctions

All sanctions are applied in accordance with the following principles:

1. **Proportionality** - sanctions reflect the severity and impact of the issue.
2. **Fairness** - individuals and organisations are treated consistently.
3. **Transparency** - decisions are reasoned, recorded and communicated.
4. **Protection of standards** - assessment integrity is paramount.
5. **Improvement-focused** - where appropriate, sanctions are accompanied by support and corrective action.

4. Temporary and Neutral Measures

Where there is a substantiated and serious concern that ongoing activity may:

- cause further harm
- compromise learners
- undermine qualification integrity

I-PATH may impose temporary neutral measures, including suspension of activity.

Key points:

- suspension does not imply guilt
- suspension is used to prevent further risk
- suspension is reviewed every 10 working days
- suspension is lifted as soon as it is no longer justified

Authority to impose temporary measures sits with Head Office, with oversight from the Examinations & Standards Committee.

5. Decision-Making and Governance

5.1 Sanctions are recommended following an investigation conducted under the Malpractice and Maladministration Policy.

5.2 Prior to sanctions being imposed:

- the factual accuracy of findings is shared with relevant parties
- representations may be invited

5.3 Final decisions on sanctions are made by the Grand Council, informed by recommendations from the Examinations & Standards Committee.

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5.4 All decisions are formally recorded and auditable.

6. Sanctions for Centres and Partners

Sanctions for centres and partners are applied on a graduated basis.

Level 1 - Minor Non-Compliance

Examples:

- procedural errors with no impact on assessment integrity

Possible sanctions:

- written warning
- action plan
- mandatory training

Level 2 - Non-Compliance Raising Concern

Examples:

- repeated procedural failures
- emerging risks to standards

Possible sanctions:

- increased monitoring or audit
- quality assurance visit
- moderation of work
- supported improvement plan

Level 3 - Significant Risk to Standards

Examples:

- failure of key centre requirements
- risk to validity of certification

Possible sanctions:

- temporary bar on candidate registration
- temporary bar on exam entry
- temporary bar on certification
- refusal of fee refunds
- cost recovery for additional oversight

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Level 4 - Breakdown in Quality Assurance (Qualification Level)

Examples:

- sustained failure in management or delivery

Possible sanctions:

- withdrawal of approval for specific qualification(s)
- temporary or permanent removal of subject approval

Level 5 - Breakdown in Centre-Wide Compliance

Examples:

- systemic failure of management and quality assurance

Possible sanctions:

- termination as an Approved Centre or Partner
- permanent removal from I-PATH provision

7. Sanctions for Learners

Sanctions for learners are applied where malpractice is proven.

Level 1

- written warning
- mandatory awareness training

Level 2

- reassessment
- remarking or moderation
- refusal of fee refunds

Level 3

- disqualification from a unit
- withholding of certification

Level 4

- disqualification from a qualification

Level 5

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- withdrawal or revocation of certification
- barring from future I-PATH qualifications

8. Sanctions for Staff and Examiners

Sanctions may be applied to individuals working for or with I-PATH.

Possible sanctions include:

- written warning
- mandatory training
- restrictions on duties
- suspension or removal from role
- termination of engagement
- onward reporting to relevant bodies

Sanctions are applied in line with the Examiner Policy, Code of Professional Standards and Conduct and Conflicts of Interest Policy.

9. Monitoring and Review of Sanctions

9.1 Most sanctions include:

- a defined timescale
- an action plan
- monitoring checkpoints

9.2 Progress is reviewed by Head Office and reported to the Examinations & Standards Committee.

9.3 Where progress is:

- **good** - sanctions may be reduced or lifted early
- **poor** - sanctions may be extended or escalated

10. Reporting and External Notification

Where required, I-PATH will notify:

- the awarding organisation
- relevant professional bodies
- regulators or statutory authorities

This includes situations where there is likely to be an adverse effect on learners or public confidence.

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11. Appeals Against Sanctions

11.1 Appeals against sanctions must be submitted in writing within 20 working days of notification.

11.2 Appeals are considered by the Grand Council and focus on:

- procedural fairness
- proportionality of sanctions

11.3 Appeal decisions are final.

12. Records and Audit

I-PATH maintains secure records of:

- sanctions imposed
- action plans and monitoring outcomes
- correspondence and decisions

Records are retained in line with regulatory and data protection requirements and are available for audit.

13. Related Policies

This policy should be read alongside:

- Malpractice and Maladministration Policy
- Assessment Policy
- Appeals Policy
- Complaints Policy
- Conflicts of Interest Policy
- Anti-Bribery & Anti-Corruption Policy
- Governance Framework

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