(Last up dated January 2015)

**Lancashire FA Re-assessment Policy.**

Lancashire FA will endeavour to support all learners registered through our centre to attain the qualification undertaken. All learners should in the first instance attend an oral interview following a practical assessment which the tutor/assessor will arrange normally within 5 working days. Discussions around how the individual can realistically move forward and an individual action plan should be developed to support the learner.

Learners who have not been successful on the practical assessment will automatically be added to the re-assessment waiting list. A number of assessments are planned throughout the year and dates will be emailed to all these learners. Places are secured when re-assessment fee is paid (by cash, card or chq) and it has to be paid when applying. No learner can be guaranteed a place on their chosen re-assessment. Any learner whose registration period is due to expire would be given priority in this process.

Please contact Justyna Demuth at Lancashire FA on 01772 624000 or [Justyna.demuth@lancashirefa.com](mailto:Justyna.demuth@lancashirefa.com)

Please note once registered with Lancashire FA all learners will remain a Lancashire FA registered learner and as such will not be allowed to be re-assessed with any other centre.