

## The Hart School - BTEC: Assessment staff conflict of interest log

BTEC Programme Team: .....

Assessment staff may encounter a potential conflict of interest in their work.

This log is used to record potential and actual conflicts of interest and includes any actions taken to minimise risks.

Date recorded	Staff name	Description of the potential conflict of interest	Any other useful information	Head of centre decision	Actions to be taken to minimise risks
				<input type="checkbox"/> There is no perceived conflict of interest and assessment activity can continue as normal <input type="checkbox"/> The conflict of interest is recognised as such, and the actions to be taken detailed	
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This log is kept and maintained by each BTEC Programme Team within the centre and made available to Pearson on request.