

Reporting malpractice



Malpractice is defined by 1st4sport as any deliberate activity, neglect, default or other practice that compromises the integrity of the assessment process and/or the validity of Certificates. This includes deliberate non-compliance by 1st4sport staff with the established quality standards and by recognised centre staff and candidates with one or more of the 1st4sport [Recognised Centre Requirements](#) and/or any qualification-specific requirements.

In the event that suspected cases of malpractice are withheld, it may result in the imposition of penalties on 1st4sport/a recognised centre's workforce and candidates. Such recognised centres may be placed under sanctions with a possible outcome being the suspension of its ability to register and certificate candidates, or even removal of qualification approval and/or recognised centre status. Failure to comply with the guidance on regulations for assessment will imply an attempt to compromise results. If the allegations are proven, Certificates may be considered invalid and those already issued will be withdrawn.

In the event that a recognised centre, registered candidate or any relevant third party (including qualification partners) wishes to report suspected malpractice, alleging that our quality standards, policies and procedures or the [1st4sport Recognised Centre Requirements](#) and/or any qualification-specific criteria have not been complied with, they should follow the appropriate 1st4sport reporting of suspected malpractice procedure. To find out more about our procedures, please read [1st4sport Allegations of Suspected Malpractice](#).

To report suspected malpractice please complete the [1st4sport Allegations Report Form](#) (Word) and email to qmt@1st4sportqualifications.com.

Upon receipt of a report of suspected malpractice, we implement a standardised process to ensure they are handled appropriately, risk is assessed and corrective action taken (where required). This information is contained within the [1st4sport Allegations, Appeals and Handling Arrangements](#).

The links in the text above are PDF files and require [Adobe Reader](#).

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