

## Fly Dressers Guild Awards

### Assessor's guide

#### Overview

The Fly dressers guild exists to promote fly tying as an interest for all, regardless of age sex race or ability

Fly tying is fun. It is important that tiers of all levels enjoy their sessions and see progress from one session to the next.

The assessors role, whether for a branch member or an outside student is important in maintaining standards, ensuring credibility and making any award a worthwhile achievement.

Assessments must be made fairly and objectively,

**Assessors personal styles and preferences cannot be allowed to influence their judgement.**

***Thank you to everyone who has agreed to act as an assessor at whatever level.***

#### Qualifications

There are many formal qualifications for assessors however, as the Fly Dresser's Guild is not involved in awarding nationally recognised qualifications at this time, it is not necessary for an assessor to be formally qualified. Any experience of carrying out assessments is clearly an advantage but a sound knowledge of fly dressing is a definite requisite.

It is important that the assessor fully understands the techniques and methods used in any level of award so that they can assess the submitted flies in an authoritative way.

Assessors have been chosen by branches and by the Awards manager based on their experience as fly tiers, instructors and general knowledge about fly tying.

#### **The Assessor's role at branch level**

Assessors within a branch will be expected to carry out Bronze and Silver level assessments for their own students. Whenever possible the assessor and instructor should be different but it is appreciated that within smaller branches this may not always be possible.

Assessors within branches may also be asked to assess students from other nearby branches. Local branches could and should act together to formalise a local assessment system which would enable all students to be independently assessed.

### **The Assessor's role for students outside a branch**

Assessors may be asked to carry out independent assessments on individual members who are not part of any branch. While there is an expectation to carry out in house assessments there is no obligation to do assessments for out of branch members. Assessors who wish to carry out these types of assessments should make mutually agreeable arrangements with the student on an individual basis.

### **Assessor's role at Gold Level**

Anyone carrying out a Gold level assessment should not know the identity of the student who submitted the flies. The flies will be submitted through the awards manager, Richard Ellis who can be contacted on:- [awards@flydressersguild.org](mailto:awards@flydressersguild.org) Richard will forward the flies anonymously to a suitable assessor.

### **Principles**

Only assessors registered with the FDG may recommend candidates for bronze or silver awards. They may do this directly to the awards manager or via their own branch secretary.

Instructors doing assessments for silver or gold levels should retain one of the three flies of each type submitted for a period of six months from the date of submission.

Gold awards are recognition of a high level of tying and will be assessed only by instructors acting as assessors approved centrally by the awards manager.

### **Before carrying out any assessment.**

Assessors must ensure the subject of an assessment is a fully paid up current member of the Fly Dressers Guild. These awards are limited to Fly Dresser's Guild members only.

If there is any doubt the assessor should contact Evelyn Price, membership administrator via email:- [admin@flydressersguild.org](mailto:admin@flydressersguild.org) to clarify the students status.

### **The Assessment**

The flies to be submitted for assessment are clearly outlined in the relevant booklet.

For the Bronze Level, Three flies each of the Five patterns should be submitted.

For the Silver Level, Three flies each of the Seven patterns should be submitted

For the Gold Level, Three flies each of the Seven patterns should be submitted

Flies should be submitted in such a way that they are protected in transit but the instructor must be able to inspect each fly closely without damaging it. A small fly box is ideal.

**Commented [RE1]:** Add Candidates from outside the branch structure may also submit via the awards manager who will arrange an assessor for them.

The examples of each fly submitted should firstly be assessed against the following criteria

Correct use of materials:- correct type of hook, listed materials or, if a substitute has been used, is it appropriate?

Proportion :- Does the fly look “balanced” ? Are the tails, wings etc. in proportion, has the student used the correct width of tinsel or ribbing .

Techniques:- Are the component parts of the fly tied in correctly and in the right place?. Is the fly secure. Gentle pressure may be applied to parts of the fly to test this. The techniques used are listed in the relevant level booklet.

Any errors and problem areas should be recorded on the assessment sheet.

The flies then should be compared against each other for consistency. Are all the flies identical or as near to identical as makes no difference. Count the number of turns of ribbing, measure length of tails against each other and so on.

Again any problems should be recorded on the assessment sheet.

### **The Assessment sheet**

The sheet has a space beside each fly for the assessor’s comments. There is also a Pass or Fail check box for each fly.

The assessor should record any problems identified and whether the set of each individual fly is a pass or fail in the appropriate column.

### **Pass or Fail?**

It will always be difficult to say exactly what constitutes a failure on any given pattern. Clearly a major error will be an immediate fail. However a minor error, repeated consistently on all three flies may not be. We do not expect perfection at the Bronze and Silver levels and flies with one or two minor mistakes may still pass.

Equally it is may be that one set of three flies fails while the other flies are of an acceptable standard.

A student may pass with one set of flies and fail with another. It will not be necessary for them to re submit any set that passed, simply re submit any failed pattern(s)

### **Feedback**

It is only right that the student gets full and constructive feedback for all award submissions. In the case of Bronze or Silver levels at branch level this should be done locally and students should be given a copy of the assessment sheet plus a written copy of any advice given by the assessor. This may be done on the assessment sheet.

For gold levels, any feedback from the assessor must be given in writing and should cover in depth any areas where improvement is necessary.

Feedback should be accurate and constructive, offering guidance where the student has clearly struggled with a technique or particular fly. It should also contain praise where for example a set of flies are well tied. Assessors should indicate to the student when they feel that the student should progress to the next level of awards and if that is not immediately, then give the student a time scale.

### **Record keeping**

It is only by keeping proper records and samples of the flies that have reached an award level that the Fly Dresser's Guild can maintain confidence in the system and ensure consistency in the assessments made and standard of flies submitted.

For all levels the assessor should keep:-

- One of each set of the flies submitted.
- A copy of the assessment sheet.

These should be retained for 6 months from the date of assessment.

For all levels the student should keep:-

- One of each set of the flies submitted.
- A copy of the assessment sheet.

For Bronze level, the third set of flies may be lodged with a student's branch or retained by the student depending on local practice.

For Silver levels, the third set of flies must be lodged with an identified assessor at the branch or sent to the awards manager for safe keeping and future reference. These should be kept for 6 months from the date of assessment

For practicality, at Bronze and silver levels unless any candidate fails his or her assessment the requirement to retain the flies can be dispensed with.

For Gold levels the third set of flies must be sent to the awards manager who will forward them to an independent verifier to confirm the award. They will then be retained by the awards manager for future reference. These should be kept for 6 months from the date of independent verification.

### **Independent review**

Any one submitting flies to the Fly Dresser's Guild for assessment agrees to the following terms:-

**Commented [RE2]:** If I handle sending the flies out then the assessors can just return them to me and I will retain one set of flies. This would make it consistent with the process above

To ensure consistency throughout the Guild programme, the Awards Manager may at any time ask to see the records kept and files submitted for any award that is granted.

The files and records may be passed to an independent person for review and confirmation of the standard.

### **Appeals process**

All appeals against a decision made by an assessor must be made in writing to the awards manager and / or local person responsible within 4 weeks of the date of assessment

It is likely that some students will be disappointed with a failure to reach a standard. This disappointment should be managed by the assessor, by giving good feedback, positive encouragement and suggesting how the student can achieve the standard.

However, in some cases the student may feel that they have been judged unfairly or too harshly. They may wish to appeal the assessor's decision.

#### **At branch level:-**

In respect of Bronze level awards:-

Any appeal should be made to the assessor and person responsible for the awards scheme within the branch. A second assessment can be arranged within branch. If the student is still not satisfied they should follow the appeals process for the Silver level

Silver level appeals

Such appeals should be made to the person responsible for the awards scheme within the branch. That person will send the full set of files and assessors report to the Awards Manager who will arrange for an independent assessment to be carried out.

Gold level appeals

These will go directly to the Awards Manager who will arrange a second independent assessment.

*The relevant files will be returned to the assessor and student after the second assessment is carried out*

There is no further right of appeal when this process has been exhausted.

#### **For students not in a branch**

In respect of Bronze level awards:-

**Commented [RE3]:** Add The result of this assessment will be binding on all parties.

Any appeal should be directly made to the assessor at the time of assessment. The assessor will send the full set of submitted flies and their report to the awards manager who will arrange an independent assessment.

Silver and Gold level awards

The student will receive notice of their failure from the independent assessor. They should submit any appeal to the Awards manager, together with the flies and copy of assessors report. The awards manager will arrange for the full set of flies and report to go to a second independent assessor.

[There is no further right of appeal when this process has been exhausted.](#)

*The relevant flies will be returned to the assessor and student after this assessment is carried out*

**Commented [RE4]:** Add The result of this assessment will be binding on all parties.

**Fly Dressers Guild Awards Scheme.**

**Assessment sheet**

**Level:-**.....

**Students name:-**.....

**Date of assessment**

**Membership number:-**

Fly	Assessors comment	Pass/Fail

**General comments:-**

**Signature**

**Assessor.....Student.....**