



National Unit specification: general information

Unit title: Floorcovering Occupations: Sustainability and Waste Management (SCQF level 6)

Unit code: H1H8 12

Superclass: TG

Publication date: May 2012

Source: Scottish Qualifications Authority

Version: 01

Summary

This Unit is suitable for candidates working towards a Modern Apprenticeship in Floorcovering Occupations and will develop the candidate's skills and knowledge in sustainability and waste management. This Unit is designed to provide candidates with competence and knowledge in the practice of sustainability and waste management in the workplace.

Outcomes

- 1 Demonstrate knowledge and understanding of terminology and construction practices used in sustainability and waste management in floorcovering occupations.
- 2 Explain the basic principles of sustainability in relation to material and resources.
- 3 Identify the difficulties and benefits of using recycled materials.
- 4 Apply waste management procedures during work activities.

Recommended entry

While entry to this Unit is at the discretion of the centre, candidates undertaking the Professional Development Award in Floorcovering Occupations at SCQF level 6 must meet the requirements of the Modern Apprenticeships which include being employed in the relevant craft industry.

National Unit specification: general information (cont)

Unit title: Floorcovering Occupations: Sustainability and Waste Management (SCQF level 6)

Credit points and level

1 National Unit credit at SCQF Level 6 (6 SCQF credit points at SCQF level 6*).

**SCQF credit points are used to allocate credit to qualifications in the Scottish Credit and Qualifications Framework (SCQF). Each qualification in the Framework is allocated a number of SCQF credit points at an SCQF level. There are 12 SCQF levels, ranging from Access 1 to Doctorates.*

Core Skills

There is no automatic certification of Core Skills or Core Skill components in this Unit. Opportunities for developing aspects of the following Core Skills are highlighted in the Support Notes of this Unit.

- ◆ *Problem Solving* at SCQF level 4
- ◆ *Working with others* at SCQF level 4
- ◆ *ICT* at SCQF level 3
- ◆ *Numeracy* at SCQF level 4
- ◆ *Communications* at SCQF level 4

National Unit specification: statement of standards

Unit title: Floorcovering Occupations: Sustainability and Waste Management (SCQF level 6)

Acceptable performance in this Unit will be the satisfactory achievement of the standards set out in this part of the Unit specification. All sections of the statement of standards are mandatory and cannot be altered without reference to SQA.

Outcome 1

Demonstrate knowledge and understanding of terminology and construction practices used in sustainability and waste management in floorcovering occupations.

Performance Criteria

- (a) Identify and select terminology relating to sustainability and waste management of floorcoverings.
- (b) Identify and select construction practices relating to sustainability and waste management of floorcoverings.
- (c) Explain why it is important to have sustainable buildings.
- (d) Create a waste management plan for your work area/building environment.

Outcome 2

Explain the basic principles of sustainability in relation to material and resources.

Performance Criteria

- (a) Explain the sustainability of raw materials used to produce floorcoverings.
- (b) Explain the energy aspects of obtaining raw materials used to produce floorcoverings.
- (c) Explain the energy aspects of refining raw materials used to produce floorcoverings.
- (d) Explain the energy aspects of transporting raw materials used to produce floorcoverings.

Outcome 3

Identify the difficulties and benefits of using recycled materials

Performance Criteria

- (a) Identify the difficulties of using recycled materials in the floorcovering industry.
- (b) Identify the benefits of using recycled materials in the floorcovering industry.

National Unit specification: statement of standards (cont)

Unit title: Floorcovering Occupations: Sustainability and Waste Management (SCQF level 6)

Outcome 4

Apply waste management procedures during work activities.

Performance Criteria

- (a) Appropriate Personal Protective Equipment (PPE) selected for given task.
- (b) Identify materials and components to be recycled.
- (c) Dispatch recyclable materials and components to the appropriate receptacle.
- (d) Comply with current Health and Safety and sustainability requirements during all work methods and activities.

National Unit specification: statement of standards (cont)

Unit title: Floorcovering Occupations: Sustainability and Waste Management (SCQF level 6)

Evidence Requirements for this Unit

These Evidence Requirements will be met by the completion of the Floorcovering Occupations Training and Assessment Programme (TAP).

Evidence is required to demonstrate that the candidates have achieved this Unit to the standard specified in all Outcomes and Performance Criteria.

Written and/or oral recorded evidence is required to demonstrate that the candidate has achieved Outcomes 1, 2 and 3 to the standard specified in the Performance Criteria. Candidates will be required to demonstrate their knowledge of terminology and practices by successful completion of a question paper relating to the sustainability and waste management of floorlaying materials, components, adhesives and screeds. This assessment will be conducted under controlled, closed-book supervised conditions.

Product and performance evidence is required to demonstrate that the candidate has achieved Outcome 4 to the standards specified in the Performance Criteria. Identifying and dispatching both recyclable and non-recyclable resilient floorcoverings, identifying and dispatching both recyclable and non-recyclable textile floorcoverings, identifying and dispatching both recyclable and non-recyclable components used in floorlaying, identifying and dispatching both recyclable and non-recyclable adhesives, screeds and containers used in floorlaying. On completion the candidate will construct and administer a waste management plan for the floorlaying workshop. Assessment of this Outcome will be evidenced through observation of work processes and assessment of the completed work. Candidates must meet the given standards during the practical assessment. An assessor observation checklist must be used to record this evidence. Assessment should be conducted under controlled, supervised conditions.

National Unit specification: statement of standards (cont)

Unit title: Floorcovering Occupations: Sustainability and Waste Management (SCQF level 6)

Outcome 4

Summary of standards (working towards industrial tolerances)	
Item	Measurement of standard
Identify resilient floorcovering materials to be recycled	Identified correctly
Identify textile floorcovering materials to be recycled	Identified correctly
Identify adhesives, screeds and containers to be recycled	Identified correctly
Identify components to be recycled	Identified correctly
Dispatch recyclable resilient floorcoverings to the appropriate receptacle	Dispatched safely to the correct receptacle
Dispatch non-recyclable resilient floorcoverings to the appropriate receptacle	Dispatched safely to the correct receptacle
Dispatch recyclable textile floorcoverings to the appropriate receptacle	Dispatched safely to the correct receptacle
Dispatch non-recyclable textile floorcoverings to the appropriate receptacle	Dispatched safely to the correct receptacle
Dispatch recyclable adhesives, screeds and containers to the appropriate receptacle	Dispatched safely to the correct receptacle
Dispatch non-recyclable adhesives, screeds and containers to the appropriate receptacle	Dispatched safely to the correct receptacle
Dispatch recyclable components to the appropriate receptacle	Dispatched safely to the correct receptacle
Dispatch non-recyclable components to the appropriate receptacle	Dispatched safely to the correct receptacle
Risk assessment	
Safety boots	Worn at all times
Hard hat	Worn at all times
High visibility vest	Worn at all times
Gloves	Worn at all times
All other PPE	As risk assessed
Method statement	
Working area	Kept clear at all times
Materials	Stacked safely at all times
Tools (during working)	Handled correctly at all times
Tools (after work)	Cleaned and stored safely
Sustainability	
Waste	Kept to a minimum at all times
Recycling	Materials recycled whenever possible
Waste disposal	Waste disposed correctly/appropriately

National Unit specification: support notes

Unit title: Floorcovering Occupations: Sustainability and Waste Management (SCQF level 6)

This part of the Unit specification is offered as guidance. The support notes are not mandatory.

While the exact time allocated to this Unit is at the discretion of the centre, the notional design length is 40 hours.

Guidance on the content and context for this Unit

This Unit has been developed as a mandatory Unit in the Professional Development Award in Floorcovering Occupations at SCQF level 6.

The successful completion of this Unit will provide candidates with the required knowledge and skills relating to the sustainability and waste management of floorlaying materials, components, adhesives and screeds. The energy aspects of obtaining, refining and transporting raw materials used to produce floorcoverings, the difficulties and benefits of using recycled floorlaying materials, identify and dispatch floorcoverings for recycling.

This Unit would be offered to candidates working towards a Modern Apprenticeship in Floorcovering Occupations and will develop the candidate's skills in sustainability and waste management. The skills and knowledge and understanding are transferable within different working environments but the Unit is primarily aimed at candidates whose normal place of work would be a site, workshop, or similar environment.

The Unit deals with the sustainability and waste management of floorcoverings, components, adhesives and screeds. It should be delivered as part of a structured programme of training and orientated to the context of the candidate's work and area of responsibility.

Health and Safety and sustainability are integral and key to the Construction Industry therefore throughout the Unit emphasis will be placed where appropriate on the application of Health and Safety and sustainability. Safety working practices should comply with current safety codes of practice and regulations. Sustainability should include reference to criteria affecting sustainability, impact of not implementing sustainability on the environment and the legislation promoting sustainability.

Guidance on learning and teaching approaches for this Unit

Candidates must be given the opportunity to further develop their skills in Floorcovering Occupations by learning about sustainability and waste management.

Candidate centred learning and teaching approach are encouraged with candidates actively participating in practical activities after lecturer demonstration of key construction practices and principles.

The use of effective questioning techniques to confirm understanding of salient learning objectives should be central to learning and teaching approaches used in classrooms or workshops.

Candidates should be encouraged to learn at their own pace with e-learning opportunities available to suit their preferred learning style.

National Unit specification: support notes (cont)

Unit title: Floorcovering Occupations: Sustainability and Waste Management (SCQF level 6)

The use of e-learning as a teaching tool should be adopted by lecturers wherever possible to enable candidates to develop at their own pace using preferred learning styles.

Learning and Teaching approaches should ensure that candidates are acquiring the underpinning knowledge required for the Unit in tandem with undertaking practical workshop activities.

There are opportunities for candidates to develop co-operative working skills as the practical assessments may be carried out working in teams or in pairs. Candidates should take equal responsibility for activities and provide support and information to each other during assessments. After assessment, they should be encouraged to consider how effectively they supported each other.

Opportunities should be taken throughout delivery of this Unit to meet the requirements of the PDA generic Units and the Training and Assessment Programme including:

- ◆ *Conform to General Workplace Health Safety and Welfare*
- ◆ *Confirm Work Activities and Resources for the Work*
- ◆ *Develop and Maintain Good Working Relationships*
- ◆ *Confirm the Occupational Method of Work*
- ◆ *Conform to Productive Working Practices*
- ◆ *Move and Handle Resources*

Guidance on approaches to assessment for this Unit

Detailed assessment material for this Unit will be found in the Floorcovering Occupations Training and Assessment Programme (TAP). Centres may use the instruments of assessment which they consider to be most appropriate but are advised to use the Floorcovering Occupations TAP which has been developed centrally by SQA. Any other instruments of assessment used must be comparable to the TAP and have been through prior verification.

The candidates' knowledge and understanding of terminology and construction practices of floorcovering occupations will be assessed through a question paper.

Candidates should be given as much practice as possible in sustainability and waste management techniques, prior to being set the assessment. Evidence will be gathered for Outcome 4 through observation that the candidates have met the given standards and tolerances during the practical assessment. An assessor observation checklist should be used to record this evidence.

National Unit specification: support notes (cont)

Unit title: Floorcovering Occupations: Sustainability and Waste Management (SCQF level 6)

Opportunities for the use of e-assessment

E-assessment may be appropriate for some assessments in this Unit. By e-assessment we mean assessment which is supported by Information and Communication Technology (ICT), such as e-testing or the use of e-portfolios or social software. Centres which wish to use e-assessment must ensure that the national standard is applied to all candidate evidence and that conditions of assessment as specified in the Evidence Requirements are met, regardless of the mode of gathering evidence. Further advice is available in *SQA Guidelines on Online Assessment for Further Education (AA1641, March 2003)*, *SQA Guidelines on e-assessment for Schools (BD2625, June 2005)*.

Opportunities for developing Core Skills

Components of the Core Skill of *Problem Solving* at SCQF level 4, such as Planning and Organising and Critical Thinking will be developed as candidates undertake this Unit. Candidates will need to take account of a range of factors in order to work efficiently and safely, such as the interpretation of drawings, choice of tools and appropriate materials, application of scientific principles, risk assessments, health, safety and welfare and a sustainable approach. Individual discussions with assessors will enhance the evaluation of productive work practices.

There are opportunities to develop the Core Skill of *Working with Others* at SCQF level 4, particularly in Outcome 4, as these practical assessments should be carried out individually or in teams of two. Candidates can agree responsibilities and provide support and information to each other during the practical group activities.

Opportunities also arise for candidates to develop the Core Skill of *Information and Communication Technology* at SCQF level 3 by researching sustainability, waste management and Health and Safety legislation affecting their area of work, manufacturer's instructions and specifications and interpretation of drawings.

Numeracy at SCQF level 4 could be enhanced through the knowledge evidence in calculating the volume of waste for teaching and learning assessments for Outcome 3.

There will be opportunities for candidates to develop the Core Skills of *Communications* at SCQF level 4 through the knowledge part of the assessment for Outcomes 1, 2 and 3. As candidates complete practical tasks in Outcomes 4, they should be expected to communicate with others using the correct terminology, tone and style suited to the disposal of floorlaying waste.

Disabled candidates and/or those with additional support needs

The additional support needs of individual candidates should be taken into account when planning learning experiences, selecting assessment instruments, or considering whether any reasonable adjustments may be required. Further advice can be found on our website www.sqa.org.uk/assessmentarrangements

History of changes to Unit

Version	Description of change	Date

© Scottish Qualifications Authority 2012

This publication may be reproduced in whole or in part for educational purposes provided that no profit is derived from reproduction and that, if reproduced in part, the source is acknowledged.

Additional copies of this Unit specification can be purchased from the Scottish Qualifications Authority. Please contact the Business Development and Customer Support team, telephone 0303 333 0330.