



National Unit specification: general information

Unit title: Floorcovering Occupations: Installing Textile Floorcoverings
(SCQF level 6)

Unit code: H1HA 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 the installation of textile floorcoverings. This Unit is designed to provide candidates with competence in the use of tools and equipment to install textile floorcoverings and the ability to apply these skills in the workplace.

Outcomes

- 1 Demonstrate knowledge and understanding of terminology and construction practices used in the setting out and installation of textile floorcoverings.
- 2 Check and prepare surfaces for the installation of textile floorcoverings.
- 3 Condition and set out textile floorcoverings for installation.
- 4 Install textile floorcoverings.

Recommended entry

While entry to this Unit is at the discretion of the centre, candidates undertaking the Professional Development Award in Floor covering 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: Installing Textile Floorcoverings
(SCQF level 6)

Credit points and level

1.5 National Unit credits at SCQF level 6 (9 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

Achievement of this Unit gives automatic certification of the following Core Skills component:

Complete Core Skill None

Core Skill component Critical Thinking at SCQF level 5

There are also opportunities to develop aspects of Core Skills which are highlighted in the Support Notes of this Unit specification.

National Unit specification: statement of standards

Unit title: Floorcovering Occupations: Installing Textile Floorcoverings (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, resources and construction practices used in the installation of textile floorcoverings.

Performance Criteria

- (a) State terminology relevant to textile floor covering.
- (b) Identify and select construction practices and work methods used in the installation of textile floorcoverings.
- (c) Identify tools, equipment and materials used in the installation of textile floor coverings.

Outcome 2

Check and prepare surfaces for the installation of textile floorcoverings.

Performance Criteria

- (a) Check surface is acceptable for the installation of textile floorcoverings.
- (b) Select appropriate surface preparation material for the installation of textile floorcoverings.
- (c) Set out and secure surface preparation material.
- (d) Comply with current Health and Safety and sustainability requirements during all work methods and activities.

Outcome 3

Condition and set out textile floor coverings for installation.

Performance Criteria

- (a) Appropriate personal protective equipment (PPE) selected for given task.
- (b) Interpret drawings, specifications and information sources.
- (c) Condition textile floorcovering in area to manufacturers' instructions.
- (d) Measure and plan area for the installation of textile floorcovering to specification.
- (e) Mark starting points for the installation of textile floorcoverings.
- (f) 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: Installing Textile Floorcoverings
(SCQF level 6)

Outcome 4

Install textile floorcoverings.

Performance Criteria

- (a) Appropriate personal protective equipment (PPE) selected for given task.
- (b) Interpret drawings, specifications and information sources.
- (c) Identify and install correct ancillaries needed for specification.
- (d) Install floor coverings to the given specification.
- (e) Protect finished work from damage.
- (f) 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: Installing Textile Floorcoverings
(SCQF level 6)

Evidence Requirements for this Unit

These Evidence Requirements will be met by the completion of the Floorcovering 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 Outcome 1 to the standard specified in the Performance Criteria. Candidates will be required to demonstrate their knowledge of terminology, construction practices, tools, equipment and work methods by successful completion of a question paper relating to installation of textile floorcoverings. This assessment will be conducted under controlled, closed-book supervised conditions.

Product and performance evidence is required to demonstrate that the candidate has achieved Outcomes 2, 3 and 4 to the standards specified in the Performance Criteria. Using the correct equipment and materials the candidate will install textile materials through the interpretation of drawings, specifications, schedules, and manufacturers' information related to the work to be carried out. On completion the installation will be assessed using the industry (BS5325:2001 Code of Practice Installation of Textile Floorcoverings) standards provided. Assessment of these Outcomes 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: Installing Textile Floorcoverings
(SCQF level 6)

Summary of standards (working towards industrial tolerances)	
Item	Measurement of standard
Distance of gully allowed for gripper	Correct to within 2mm of carpet thickness
Gripper	Pins facing towards wall or skirting
Gripper	No hammer damage to pins
Gripper on stairs	Pins facing riser and tread
Gripper on stairs	Distance between tread and riser double carpet thickness +/-2mm
Joins in carpet (tape and adhesive)	Pattern accurate. No gaps +/- 2mm
Set out textile tiles to area	Square to walls (from centre of area) Accurate to within 2mm. (to specification)
Set out textile sheet to area.	Square to walls (from centre of area) Accurate to within 2mm. Pile straight, facing doorway.
Textile tile to skirting	+/- 2mm
Textile tile to doorway	Half check +/- 2mm
Textile tile pile direction	To specification
Install textile sheet to area	Fully stretched onto gripper +/- 2mm
Install textile sheet to stairs	Pile facing down stair
Install textile sheet to stairs	Secure and free from rucks
Install textile sheet to stair walls	+/- 2mm
Underfelt to gripper	Accurate +/- 2mm
Underfelt to floor	Secure and no ruts
Install underfelt to stairs	Cover bullnose to top of gripper +/- 2mm
Adhesives (contract)	Manufacturers recommended and data sheets followed
Serration on trowel	Manufacturers recommended for material and conditions
Adhesive coverage	Full coverage to skirting +/- 2mm. No puddles
Adhesive coverage to half check	+/- 2mm
Installation of textile materials	BS5325:2001 Code of Practice Installation of Textile Floorcoverings
Protect work from damage	At all times
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

National Unit specification: statement of standards (cont)

Unit title: Floorcovering Occupations: Installing Textile Floorcoverings
(SCQF level 6)

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: Installing Textile Floorcoverings (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 60 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 setting out techniques and installation practices associated with textile floorcoverings (sheet and tile), woven, tufted, fibre bonded materials and the fixings associated with specific installations.

This Unit would be offered to candidates working towards a Modern Apprenticeship in Floorcovering Occupations and will develop the candidate's skills in setting out and installation of textile (sheet and tile) materials. 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, identifying and preparing background surfaces, evaluating floor moisture content, setting out and acclimatising textile (sheet and tile) materials, select and install correct underlays and fixings, joining textiles materials with tapes and adhesive, install textile material to stairs (straight and winding), installing textile materials to regular and irregular areas and provision of protection from damage to area throughout the installation of textile (sheet and tile) materials. 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 installing textile floorcoverings by learning about installation techniques for textile materials and remedial work.

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

National Unit specification: support notes (cont)

Unit title: Floorcovering Occupations: Installing Textile Floorcoverings (SCQF level 6)

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.

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 installation practices of Floorcovering Occupations will be assessed through a question paper.

Candidates should be given as much practice as possible in setting out and installation of textile (sheet and tile) materials and fixings, prior to being set the assessment. Evidence will be gathered for Outcomes 2, 3 and 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: Installing Textile Floorcoverings (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 Outcomes 2, 3 and 4, as these practical assessments should be carried out in pairs or teams. 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 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 setting out for floorcoverings and the practical use of calculation and measuring scales required for teaching and learning assessments for Outcomes 1 and 2.

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 and 2. As candidates complete practical tasks in Outcomes 2, 3 and 4, they should be expected to communicate with others using the correct terminology, tone and style suited to the workplace while interpreting drawings.

This Unit has the Critical Thinking component of Problem Solving embedded in it. This means that when candidates achieve the Unit, their Core Skills profile will also be updated to show they have achieved Critical Thinking at SCQF level 5.

National Unit specification: support notes (cont)

Unit title: Floorcovering Occupations: Installing Textile Floorcoverings
(SCQF level 6)

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.