



**Scottish Vocational Qualifications 2011
Internal Assessment Report**

Brickwork

The purpose of this report is to provide feedback to centres on verification in Scottish Vocational Qualifications in this subject.

SVQ Awards

Titles/levels of SVQ awards verified:

Bricklaying SVQ Level 2 G88K 21

Bricklaying SVQ Level 3 G88L 22

General comments

External verification reports recorded that almost all centres had an excellent working knowledge of the requirements of the Training and Assessment Programme (TAP) materials and their links to the national occupational standards (NOS).

External Verifiers reported that the majority of assessors and internal verifiers had a sound in-depth knowledge and a shared understanding of the level of competence and performance required to meet the national standards. This applied to each Unit within the qualification being assessed.

However, in one External Verifier report the centre received development points specifically to address the need for assessors and internal verifiers to have a clear understanding of the level of performance (tolerances) that candidates need to display to be competent when undertaking practical TAP activities.

Almost all centres complied effectively with the requirements of the assessment strategy that underpins the NOS. This includes ensuring that assessors and internal verifiers had occupational expertise, knowledge of the NOS and a clear understanding of assessment strategy guidance on vocational currency and the need to ensure that the use of PPE (personal protective equipment) reflects industry requirements.

Unit specifications, instruments of assessment and exemplification materials

Assessors and internal verifiers at almost all centres had a detailed knowledge of Unit specifications and instruments of assessments (TAPs). Centre staff understood the links between the assessment materials and the requirements of each Unit.

Assessors and internal verifiers at almost all centres applied assessments in a robust and systematic manner enabling candidates to have fair access to assessment opportunities. Although one centre did receive developmental comments highlighting poor overall assessment process resulting in a Hold on certification.

Evidence Requirements

In almost all external verification reports, assessors and internal verifiers had a clear and unambiguous understanding of the Evidence Requirements for each Unit within the qualifications they delivered. These requirements were applied robustly.

Internal verification activity focused clearly on confirming sufficiency, appropriateness and authenticity of evidence and more importantly confirming compliance with the Evidence Requirements by observing live practical assessments.

Although one centre did receive developmental comments in relation to ineffective internal verification activity resulting in a Hold on certification.

In one External Verifier report, issues were noted specifically in relation to the need to ensure that the gathering and assessment of evidence for generic Units should be integrated with practical specialist Unit assessment. This needs to be a focus of External Verifier activity and support during the new verification year.

Observation reports used in the OSAT (On Site Assessment and Training) context, needs to be written in a detailed and evaluative manner as highlighted as best practice in the OSAT quality manual.

Administration of assessments

All centres that were externally verified administered the assessment process in a professional, robust and consistent manner.

However, a Hold on certification did take place due to inaccurate recording of achievements and assessment decisions.

Almost all centres carried out appropriate professional and vocational CPD activity to ensure staff currency and compliance with the requirements of the assessment strategy.

Most centre staff planned assessments well, with candidates being fully involved in this process.

However, comments were recorded at one centre relating to candidates not receiving feedback on assessments for lengthy periods of time.

Internal verification activity was effective and supportive of assessors and included effective development feedback to the assessors on their assessment practice. Almost all centres carried out internal verification activity in a systematic, robust and professional manner.

However, development points were noted at a few centres in relation to:

- ◆ internal verification activity being ineffective in terms of confirming assessment decisions
- ◆ generic Unit checklists not being completed accurately for candidates over an extended period
- ◆ standardisation meetings and resultant decisions not being formally recorded

Further general feedback

All centres ensured appropriate access to assessment opportunities for candidates whether in the workplace or in a simulated environment.

Candidates received very effective supportive and developmental feedback from their assessor at almost all centres. This feedback was recorded and candidates were made aware of the next steps in terms of progression and attainment.

Almost all centres that were externally verified had positive comments recorded by External Verifiers in relation to candidate access to resources for training and assessment purposes.

Candidates interviewed were, in the main, happy with their programme of study, the pace of assessment, feedback from their assessor and guidance on future progress.

Areas of good practice

External Verifiers reported the following good practice during verification year 2010–11:

- ◆ All centres provided appropriate and very effective and well recorded vocational and professional CPD activities to meet the requirements of the assessment strategy in terms of staff vocational and professional currency.
- ◆ Candidate involvement in assessment planning decision-making and the use of feedback to candidates as a learning opportunity was noted in almost all External Verifier reports.
- ◆ The high quality of candidate assessed work in portfolios and in practical brickwork workshops was noted in the majority of centres.
- ◆ Excellent use of photographic evidence linked to generic Unit checklists ensured integrated assessment and feedback to candidates at a few centres.
- ◆ The high quality of resources including specialist accommodation, equipment and materials was reported at almost all centres.
- ◆ Access to the centre virtual learning environment (VLE) was noted at a few centres, allowing candidates to explore construction approaches and practices during practical workshop activity.
- ◆ Staff development work placements for assessors and internal verifiers to enable staff to gain first hand vocational currency was reported at one centre.

Specific areas for improvement

The following areas for improvement were recorded by External Verifiers:

- ◆ Authenticity of photographic evidence. Photographic evidence to corroborate TAP checklists needs to show work processes with the candidate clearly visible rather than photographs of completed candidate work products, which are difficult to authenticate. This was reported at a few centres.
- ◆ Reports from a few centres noted that integration of assessments and recording of achievement for generic Unit competences need to be re-established when assessing specialist practical Units.
- ◆ One report recorded that the centre needed to develop more detailed and evaluative site observation reports that conveyed clearly the assessor's assessment of candidate competence and linked to the Unit Outcomes and performance criteria.

- ◆ One external verification report highlighted limited progress with development points raised at the previous external verification visit — which had a major impact on candidate assessment, progress and feedback.
- ◆ The use of marking schedules to formalise the assessment of construction drawings was highlighted on more than a few verification reports.
- ◆ Inadequate resourcing of candidate practical brickwork activity was highlighted at one centre with the External Verifier identifying insufficient special bricks and lack of overall variety of brick types.