



**Scottish Vocational Qualifications 2011  
Internal Assessment Report**

**Wall and Floor Tiling**

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:

Wall and Floor Tiling SVQ Level 2 G88M 22

Wall and Floor Tiling SVQ Level 3 G88J 22

## General comments

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

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.

One centre however had a specific development point highlighted in relation to having Site Evidence Reports (evidence from the workplace) available for external verification.

## Unit specifications, instruments of assessment and exemplification materials

Assessors and internal verifiers at 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 all centres applied assessments in a robust and systematic manner enabling candidates to have fair access to assessment opportunities.

## Evidence Requirements

In all external verification reports, assessors and internal verifiers had a clear and unambiguous understanding of 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 all centres did receive developmental comments in relation to internal verification activity and specifically, internal verification planning, sampling and internal verification of assessor competence to comply fully with the V1 standard.

## **Administration of assessments**

All centres that were externally verified administered the assessment process in a professional, robust and consistent manner. However, one centre did receive development points relating to the currency of the Scaffolding Appreciation Unit that was assessed.

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

Almost all centre staff planned assessments well, with candidates being fully involved in this process. However, comments were recorded at one centre relating to the planned assessment of generic Units.

Internal verification activity was effective and supportive of assessors and included effective development feedback to the assessors on their assessment practice. All centres carried out internal verification activity in a systematic, robust and professional manner. However, development points were noted in relation to internal verification activity and specifically:

- ◆ planning not being effective
- ◆ verification of assessor performance
- ◆ maintaining a 100% sampling

## **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.

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 workshops was noted in all centres.
- ◆ The quality of resources including specialist accommodation, equipment and materials was reported at almost all centres.

## **Specific areas for improvement**

The following areas for improvement were recorded by External Verifiers:

- ◆ Reports from one centre noted that integration of assessments and recording of achievement for generic Unit competences needs to be re-established when assessing specialist practical Units.
- ◆ One centre however received development comment relating to the provision of a reduced electrical supply for the workshop area.

However, development points were noted all centres in relation to internal verification activity and specifically:

- ◆ Planning not being effective
- ◆ Verification of assessor performance
- ◆ Maintaining a 100% sampling

One centre however had a specific development point highlighted in relation to having Site Evidence Reports (evidence from the workplace) available for external verification.