Construction Craft SVQs

Assessment Methodology

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Assessment Methodology for Construction Crafts

This paper outlines the assessment methodology that must be applied to the SVQs contained in Appendix 1.

These SVQs have been developed by ConstructionSkills which is the Sector Skills Council (SSC) for Construction. Part of the new guidance and criteria covering SVQs requires the SSC to produce an assessment strategy. This must be followed by both awarding bodies and centres. It is designed to give greater clarity and guidance to the assessment of SVQs to ensure their quality and promote confidence in those who gain them.

This assessment methodology gives you information on the main points of the assessment strategy and how it will affect your centre.

1 External Quality Control of assessment

Control of assessment will be through centre based activity and evidence from the workplace. As part of these SVQs candidates will be required to provide valid and reliable evidence of achieving commonly occurring practical competences. Candidates will also be required to undertake knowledge questions contained within the relevant Training and Assessment Programme (TAP) provided by the awarding body.

Questions will be relevant and relate to the SVQ underpinning knowledge and will be marked locally and moderated by SQA. Assessors and Verifiers will be required by the awarding body to hold the qualifications stipulated in Section 3.

Risk assessment information will provide one of the inputs to the verification planning process so that the frequency of verification visits may be adjusted if required. External verification visits will normally take place annually. SQA reserves the right to increase the frequency of external verification visits to a particular centre should the need be identified. Centres will be required to carry out their own risk assessments.

2 Simulation and workplace evidence

Some performance evidence will be derived from assessments undertaken in an assessment centre. These assessments must be derived from situations that realistically and authentically simulate workplace conditions, in accordance with the general criteria that form part of the full assessment strategy. The standards specify the evidence that must be obtained from situations which realistically simulate workplace conditions.

Where simulation is allowed, it must only be practised under the conditions of a realistic working environment, which is defined as:

- A place where the provision of the occupational work activities are carried out.
- Working conditions should reflect those found in the workplace (which may include the customers' premises) and include facilities, appliances, systems and controls used in the workplace for the activities being assessed. The simulation must also replicate the constraints and pressures of the workplace.

2.1 Physical conditions

- The size and scale of the area in which the work is taking place should be full size, matching the type of installation location that would be found on an authentic job or site.
- Any wall or floor and roof construction or finishes should be in materials that are used for real life construction.
- Positioning of work should simulate real life work situations — if work at heights is a requirement of the evidence, then provision for work at heights should be made, if work under floors is an evidence requirement then authentic provision must be made.
- The Health and Safety practices should also simulate real life work situations — including the wearing of appropriate PPE.

2.2 System components

- Any system components that candidates are required to install in simulated conditions should be of the types, sizes, and general condition of components that candidates would be required to install on the job.

2.3 Working arrangements

- Working arrangements under which candidates are intended to produce evidence in simulated conditions should replicate arrangements within the workplace. The arrangements should generally permit each candidate to provide evidence for all competences for which the simulated facility is intended.
- Candidates working in simulated conditions should be provided with the job information that they would normally receive on the job — this may include verbal or written instructions, drawings or specifications appropriate to the type of installation activity.
- Candidates should not receive either directly or indirectly, assistance from other candidates or guidance from the work of other candidates, which will reduce the value of the evidence as a reliable and valid measure of the candidate's competence.

Where real life job situations would normally require operatives to be given assistance, with for instance heavy or bulky components, then this should be permitted in work situations which simulate normal working conditions. However the role of persons acting as assistants in work simulated situations should be clearly defined by the awarding body and controlled by the assessment centre.

2.4 Evidence from the workplace

The assessment strategy which ConstructionSkills developed for the construction craft SVQs requires that candidates produce evidence from the workplace. This is a vital part of the SVQs and will help towards ensuring that anyone gaining a SVQ in one of the crafts is fully competent to industry standards. For this reason it is important that every candidate undertaking one of the SVQs in a construction craft is able to produce evidence of workplace activity.

The method of recording this evidence has been agreed with industry, SBATC, SPADAC and Construction Skills and will recorded on a prepared form. There is a copy of this form, called a Candidate Record of Evidence from the Workplace (CREW), to accompany this assessment methodology.

Candidates need to generate evidence from the workplace (CREWs) as evidence for a generic Unit which is contained in all craft SVQs called '**Construction Crafts Employment Skills'**.

Candidates need to achieve this Unit as it is a component of the PDA framework.

External verification visits during Years 1, 2, 3, and 4 will sample and verify CREWs as evidence for the *Construction Crafts Employment Skills* Unit.

Copies of these CREWs will be assessed and held as evidence by the centre at which the candidate is undertaking his or her off-site training. The number of CREWs required by a candidate in each year of training is stipulated within the *Construction Crafts Employment Skills* Unit specification and is as follows.

4 year apprentice six CREWs over four years

- Year 1 = 2 CREWs
- Year 2 = 2 CREWs
- Year 3 = 1 CREW
- Year 4 = 1 CREW

Adult apprentice six CREWs over two years

- Year 1 = 3 CREWs
- Year 2 = 3 CREWs

To comply with Construction Skills assessment strategy SQA External Verifiers (EV) will sample and verify candidate CREWs during centre visits in each year of the qualification to confirm valid evidence from the workplace and compliance with the requirements of the *Construction Crafts Employment Skills* Unit. External Verifiers must sign all CREWs sampled during centre these visits.

Experienced Worker Practical Assessment (EWPA)

This method is for trades people with at least five years experience in their particular craft area. An Assessor will initially determine eligibility for the EWPA method and advises on what evidence should be gathered for a professional discussion. At the professional discussion learners should describe their experience and knowledge of their particular trade. The final stage or this method would be a practical assessment to demonstrate competence.

3 Expertise of Assessors, Internal Verifiers and External Verifiers

Assessors

Assessors for these SVQs must be occupationally competent (Craft/Trade specific) and must have an up-to-date working knowledge of the sector, they must:

- hold an in-depth knowledge of the National Occupational Standards for the sector.
- have operational experience appropriate to the level of SVQ they intend to assess (they must still be working in the sector).
- hold or be working towards a qualification as listed within 'Assessing and Assuring Quality of Assessment':

  either in the Qualifications and Credit Framework (QCF):
  — Level 3 Award in Assessing Competence in the Work Environment
  — Level 3 Certificate in Assessing Vocational Achievement

  or the Scottish Credit and Qualifications Framework (SCQF):
  — an appropriate Assessor qualification as identified by SQA Accreditation

  or hold one of the following:
  — A1 Assess the candidate using a range of methods
  — D32/33 Assess candidate performance, using differing sources or evidence

Holders of A1 and D32/33 must be working to the reviewed National Occupational Standards (NOS) for Learning and Development.

All Assessors must:

- have a sound in-depth knowledge of the national occupational standards and requirements of the SVQ; they must also have an understanding of the awarding body policies and procedures.
- only assess in their acknowledged area of occupational competence.
- be registered with their approved centre and be accountable to that organisation for their assessment practice.
- demonstrate a commitment to uphold the integrity of the national occupational standards and their assessment practices.

- be prepared to participate in training initiatives for their continued professional development.
- provide evidence of their ability to maintain occupational competence thus keeping their technical knowledge and skills up-to-date.

Ideally, Assessors will not be involved in the training of candidates. However, if this places an unrealistic assessment burden on the approved centre, it is acceptable as long as the criteria for trainers is met and assessment of their own candidates does not take place.

Internal Verifiers

Internal Verifiers for the SVQs must:

- have an in-depth knowledge of National Occupational Standards for the sector.
- have up to date operational experience appropriate to the level of SVQ they intend to verify (they must still be working in the sector).
- hold or be working towards a qualification as listed within 'Assessing and Assuring Quality of Assessment':

  either in the Qualifications and Credit Framework (QCF):
  — Level 4 Award in the Internal Quality Assurance of the Assessment Process and Practice
  — Level 4 Certificate in Leading the Internal Quality Assurance of the Assessment Process and Practice

  or the Scottish Credit and Qualifications Framework (SCQF):
  — an appropriate Internal Verifier qualification as identified by SQA Accreditation

  or hold one of the following:
  — V1 Conduct internal quality assurance of the assessment process
  — D34 Internally verify the assessment process
  Holders of V1 and D34 must quality assure to the reviewed National Occupational Standards (NOS) for Learning and Development.

Internal Verifiers must be in a position to contribute to and influence an approved centre's assessment policy. They should be EITHER:

employed by the same organisation as the Assessors.

OR

working in partnership with the approved centre and have access to the evidence used by the Assessors.

All Internal Verifiers must:

- have a sound in-depth knowledge of the national occupational standards and SVQ requirements for the assessments they are verifying. They must also have a good understanding of the awarding body policies and procedures.
- demonstrate a commitment to uphold the integrity of the national occupational standards and their assessment and verification practices.
- be prepared to participate in training initiatives for their continued professional development.
- provide evidence of their ability to maintain occupational competence thus keeping their technical knowledge and skills up-to-date.

External Verifiers

External Verifiers must have an up-to-date working knowledge of the sector, this is defined as:

- having in-depth knowledge of the National Occupational Standards for the sector.
- involvement in the delivery of training and skills development activities within the sector.

External Verifiers must:

- hold or be working towards a qualification as listed within 'Assessing and Assuring Quality of Assessment':

  either in the Qualifications and Credit Framework (QCF):
  — Level 4 Award in the External Quality Assurance of the Assessment Process and Practice
  — Level 4 Certificate in Leading the External Quality Assurance of Assessment

  or the Scottish Credit and Qualifications Framework (SCQF):
  — an appropriate External Verifier qualification as identified by SQA Accreditation

  or hold one of the following:
  — V2 Conduct external quality assurance of the assessment process
  — D35 Externally verify the assessment process
  Holders of V2 and D35 must quality assure to the reviewed National Occupational Standards (NOS) for Learning and Development.

- demonstrate a commitment to uphold the integrity of the National Occupational Standards and their assessment and verification practices.
- be prepared to participate in training initiatives for their continued professional development.
- demonstrate their ability to maintain credibility with the sector and to retain the confidence of the sector through commitment to on-going personal and professional development.

4 Integrative assessment (Skills Testing)

The SVQ Level 3 qualifications should not be commenced unless the candidate is on the Modern Apprenticeship Programme for the specific Craft of the SVQ.

The Level 3 SVQ's contain the Unit B664 04 Integrative Assessment in the Construction Industry which is required by Industry to prove candidates are competent and have completed the Modern Apprenticeship.

This Unit requires an independent external assessment carried out on behalf of industry by SBATC and SPADAC Industry Accredited Assessors. The Skills Test Centres are approved by CITB who set the standard and train invigilators.

5 Documentation

Documentation and further information can be obtained from the following address:

Scottish Qualifications Authority
The Optima Building
58 Robertson Street
Glasgow
G2 8DQ

Appendix 1

Title	Level
SVQ 3 Trowel Occupations (Construction)	3
SVQ 3 Wood Occupations (Construction):Carpentry and Joinery	3
SVQ 2 Floorcovering Occupations (Construction)	2
SVQ 3 Floorcovering Occupations (Construction)	3
SVQ 3 Decorative Finishing Occupations (Construction): Painter and Decorator	3
SVQ 3 Plastering (Construction)	3
SVQ 2 Roofing Occupations (Construction)	2
SVQ 3 Roofing Occupations (Construction)	3
SVQ 3 Stonemasonry (Construction)	3
SVQ 3 Wall and Floor Tiling (Construction)	3
SVQ 3 Woodmachining (Construction/Sawmilling Extrusion)	3
SVQ 2 Wood Occupations (Construction): Timber Frame Erection	2