



**Higher National and Vocational Qualifications
Internal Assessment Report 2012
Construction and Civil
Engineering Services**

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

SVQ awards

General comments

The outcome of external verification activity for academic year 2011–2012 again confirms that all centres continue to have a well-established and detailed understanding of the National Occupational Standards for Construction and Civil Engineering Awards and specifically the Units which form the SVQ qualification at SCQF 6. This applies to new entrant delivery and experienced worker delivery methods.

Unit specifications, instruments of assessment and exemplification materials

Almost all centres had a clear understanding of the Unit specifications and their assessment instrument requirements. These findings are consistent with findings at centres in previous years and this supports the view that this aspect of SVQ delivery is being addressed effectively in almost all centres. However, more than a few reports highlighted issues in relation to the interpretation of underpinning knowledge assessments.

Evidence Requirements

As in previous years, all centres continue to meet the Evidence Requirements of all Units. Candidate practical brickwork evidence was once again noted as being of a very high standard and there was sufficient evidence available for each Unit. Candidate written evidence was also of a good standard.

Administration of assessments

All centres are fully compliant with the Assessment Strategy in terms of assessors and Internal Verifiers being occupationally competent, having a sound, in-depth knowledge of the National Occupational Standards, participating in relevant Continuous Professional Development (CPD), and holding appropriate assessor and verifier qualifications

Work Evidence reports were available for all candidates. Assessment records and materials, candidate documentation and portfolios were well organised and consistent. Dates and signatures were recorded for all candidates, ensuring an effective internal and external verification focus. The administration systems in place in the centre effectively support the delivery of the Award.

General feedback

Almost all centres have excellent well-equipped specialist workshop facilities or agreed access arrangements for on-site assessment, with ample materials to ensure that all specialist aspects of the qualification, Units and candidate numbers are catered for.

All the candidates were happy with the progress they are making and particularly valued the feedback from the assessor on their practical activities or observations.

Areas of good practice

Candidates' portfolios were of a good standard, well laid-out with clear, constructive feedback given to the candidates by the assessor.

Centres continued to focus on staff currency through a very comprehensive, supportive and well developed CPD system which provides activities to help promote staff confidence in vocational currency.

In more than a few reports, good practice in developing learner core skills and skills for citizenship were highlighted as good additional experience to support progression.

Excellent centre facilities with a realistic working environment, combined with on-site work experience in live working sites, creates an appropriate training and assessment environment for the learners. This was highlighted in some reports.

Specific areas for improvement

In more than a few reports, External Verifiers highlighted issues with knowledge assessments including pass marks, valid distractors and balance between specialist and generic questions.

Observation reports used for on-site assessment were again highlighted as being deficient in more than a few instances in terms of:

- ◆ Photographic evidence of the process.
- ◆ Name of site.
- ◆ Date of observation.
- ◆ General overview of work undertaken.
- ◆ Assessor name and signature.
- ◆ Reports showing links to performance criteria.

Ineffective internal verification resulted in a hold on certification and suggested areas for improvement at one centre.