



Internal Assessment Report 2010: Carpentry and Joinery (Shopfitting) (165)

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

SVQ Awards

Titles/levels of SVQ Awards verified

G894 23: Carpentry and Joinery: Shopfitting

General comments

There is only one centre delivering this award in Scotland at present, and they are fully conversant with the requirements of the national standards.

The centre has been very pro-active in developing this award into a training and assessment programme (TAP) type delivery model, with the guidance and assistance of the Senior External Verifier. They are all very familiar with the instruments of assessment and have produced some excellent materials to deliver this award.

Shopfitting is a very specialist area. The staff in the centre are very experienced and knowledgeable regarding this award and have a very clear understanding of the Evidence Requirements.

The centre was using some nationally-devised assessment materials and some centre-devised ones, but all the assessments were at the appropriate level and met all the Performance Criteria for each Unit. The assessments were all administered at an appropriate time during the delivery of the Course, and there were some good examples of an integrated approach being adopted for the more generic Units/assessments.

The candidates were given responsibility for tracking their own progress through a portfolio approach. Candidates were being provided with good clear constructive feedback on an ongoing basis, which helped them develop confidence.

In all cases, the Assessors were making fair, reliable and consistent decisions across the range of Units being delivered.

Internal verification was taking place and was proving to be reliable and effective. Specific mention was made of the efficient systems in place, with very good documentation and recording systems.

Feedback to candidates was taking place, with specific feedback sheets included in the portfolio now. The main point of discussion was regarding when the most effective time was to give feedback, and to use it as a formative assessment tool to improve standards.

All the feedback received from candidates was very positive towards the award and covered areas such as:

- ◆ the balance between practical and technology
- ◆ relevance to activities carried out in the workplace
- ◆ balance of time between college and workplace
- ◆ providing the opportunity for candidates to undertake tasks which, because of the nature of their employer's business, they were unable to cover at work

There were no barriers to accessing assessment; in fact, the opposite was the case. The centre was providing additional support for candidates as required, and also being very flexible in re-arranging attendance patterns to suit individual employers' needs as well as the managing agents.

The only point of concern is the poor uptake this session of apprentices for the award. At the time of the visit, there was only one second-year group running.

Areas of good practice

- ◆ The introduction and use of the tablet (laptop), which will allow all practical assessments to be recorded and all photographic evidence to be stored electronically
- ◆ Use of IT within workshops (overhead projector)
- ◆ Records of oral answers recorded within TAP
- ◆ E-mail accounts for students, which allow continual study when not attending college

Areas for improvement

There were no development points listed for the centre. They will continue to develop their award into a TAP format.