



**National Qualifications 2013
Internal Assessment Report
Construction Technician**

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

National Qualifications (NQ) Units

Titles/levels of NQ Units verified:

EB47 11 Contributing to Health and Safety in the Workplace

General comments

In this session, only one NQ audit was carried out within this verification group. No complete awards were reviewed. In fact only one Unit was scrutinised. However, that Unit, EB47 11, contributes to appropriate NPA and PDA awards.

It was apparent that the assessors and Internal Verifiers (IVs) in the centre have a clear and accurate understanding of the requirements of national standards.

Unit specifications, instruments of assessment and exemplification materials

The assessors are thoroughly familiar with the Course Arrangements and this particular Unit specification. There is clear understanding of the form and function of assessment instruments shown by all staff.

Evidence Requirements

There are no misunderstandings of any Evidence Requirements for this particular Unit. The instruments of assessment are valid, reliable, relevant and robust.

Administration of assessments

In this particular case, instruments of assessment had been designed by centre staff to suit the vocational area in which the various candidates were operating. The assessment materials had been carefully designed to match the structure of the SQA-devised exemplar materials. All of the assessment materials had been subjected to the centre's internal verification processes to ensure correct levelling and validity.

Areas of good practice

The centre had adopted a robust standardisation philosophy across all areas of the educational provision. There were regular, documented meetings to review materials, accommodation and processes. In addition, the centre had revised the administration to ensure a clear 'document trail' which is accessible, efficient, effective and secure.

Specific areas for improvement

Feedback to assessors from internal verification events was not always documented. This is required to enhance the IV/ assessor relationship and to ensure consistency and transparency.