



Scottish Vocational Qualifications Internal Assessment Report 2015 Warehousing

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

SVQ awards

General comments

It was clear from the evidence verified over the session that centres have a good understanding of these SVQs.

All centres complied with the requirements of the Assessment Strategy which underpins the National Occupational Standards. This includes ensuring that assessors and internal verifiers have occupational expertise, knowledge of the standards, and a clear understanding of assessment practice.

Unit specifications, instruments of assessment and exemplification materials

All assessors and internal verifiers interviewed had a detailed knowledge of the award specifications, assessment methods and processes that apply. All centres met the requirements of SQA and the Assessment Strategy.

Assessors and internal verifiers at all centres carried out assessment in a robust and systematic way enabling candidates to have fair access to assessment.

Evidence Requirements

These qualifications are well established and centres have a clear understanding of the Evidence Requirements.

Administration of assessments

All candidates work in warehousing environments, with assessment being carried out in the workplace.

At SVQ 2 (SCQF level 5), assessment is mostly by observation and product evidence, with good use being made of digital photographs, voice recording and video recording.

For higher level SVQs, a more diverse range of assessment methods is being used with candidate statements and professional discussion being used more widely at this level.

The External Verifiers reported good documentation in place to support internal verification. There is evidence of feedback being given to assessors and of robust internal verification systems in place.

Centres carry out and record standardisation meetings properly with clear minutes, and formal meetings are often supplemented by ongoing discussions between assessors and internal verifiers. This ensures consistency across assessors, workplaces and candidates.

General feedback

A number of candidates were interviewed this session. All reported positively on the quality of support and guidance given by their assessors during the assessment process and the preparation of their portfolios. All candidates interviewed have open access to their assessors.

Assessors and internal verifiers at all centres carried out assessment in a robust and systematic way enabling candidates to have fair access to assessment.

Assessor feedback to candidates was good, constructive, relevant and valid. Feedback was recorded on the assessment planning documents in most cases.

Internal verification is good in all centres, but often loaded to the end of assessment. There is evidence of good constructive feedback to assessors with assessors acting on the actions given to them.

Areas of good practice

All centres administered the assessment process in a professional, robust and consistent manner.

All centres carried out and recorded appropriate professional and vocational continuing professional development activity to ensure staff currency and compliance with the requirements of the Assessment Strategy.

Assessments were well planned, with candidates being involved in the planning process.

Internal verification activity was effective and constructive giving good support to assessors. Internal verifiers' reports included effective feedback to the assessors on their assessment practice.

Many centres now use video evidence for direct observation; the quality of this has improved over the last few years.

Specific areas for improvement

Areas for improvement include:

- ◆ increasing the range of assessment methods at SVQ 3
- ◆ ensuring candidates sign all documents where required
- ◆ ensuring the assessment is candidate led, particularly at SVQ 3