



**National Qualifications 2012
Internal Assessment Report
Construction and Civil
Engineering Services:
Construction Operations**

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

Qualifications (NQ) Units

Titles/levels of NQ Units verified:

F6LE 11 An Introduction to Laying Kerbs and Channels.

F55P 11 An Introduction to Modular Paving.

F6LD 11 Installing Domestic Drainage Systems: An Introduction.

F1JP 10 Construction Safety Practices: An Introduction

F1JR 10 Efficient Construction Practices: An Introduction

F6LH 11 Construction Operations: An Introduction to Repair and Reinstatement of Excavations and Pavement Surfaces.

General comments

As in previous years, the evidence available confirmed that centres visited continue to have an accurate, clear and defined understanding of the national standards for Construction Operations and specifically the national qualification Units outlined above.

Unit specifications, instruments of assessment and exemplification materials

Although a small sample (two centres) was visited, there was clear evidence to confirm the centres' understanding of the Unit specifications and their assessment instrument requirements. These findings are consistent with findings at centres in previous years and support the view that this aspect of NQ Unit delivery is being consistently delivered in an effective manner.

Evidence Requirements

As in previous years, the centres visited continue to meet the Evidence Requirements of all Units. Candidate practical evidence was once again noted as being of a good standard relative to the stage learners had reached in their Course. Candidate written evidence was also of a good standard.

Administration of assessments

Assessment records and materials, candidate documentation and portfolios were well organised and consistent, and confirmed that assessment was being administered in an appropriate manner. The administration systems in place in the centres effectively support the delivery of the qualification.

Areas of good practice

The candidate portfolios were of a good standard and well laid-out with clear, constructive feedback provided to the candidates by the assessor. The use of the National Progression Award (NPA) programme and its assessment support packs was very effective as a training programme to support the candidates undertaking the SVQ.

One centre has an extremely robust internal verification system in place for this Award. The centre's internal verification (IV5) forms were available to view and contained valuable feedback for the assessors involved in the delivery of all six Units covered by this Group Award. This system, combined with the use of secondary photographic evidence of internal verification activity taking place, is an example of good practice and the centre is to be commended.

Specific areas for improvement

Internal verification processes need to be mapped out at the beginning of each session with the relevant sampling request forms completed along with copies of the agenda and minutes of any standardisation meetings that take place.

In one centre, the assessment instrument used for the F1JP 10 Construction Safety Practices: An Introduction Unit had no pass mark shown on the paper for the candidates. The centre should give consideration to adding the pass mark to the front page.