



**National Qualifications 2011  
Internal Assessment Report  
Skills for Work — Construction Crafts**

**Intermediate 1 and 2**

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

# National Qualifications (NQ) awards

## Titles/levels of NQ awards verified

DX0J 11 Construction Crafts: Bench Joinery Intermediate 2  
DM81 10 Construction Crafts: Brickwork Techniques Intermediate 1  
DM82 10 Construction Crafts: Carpentry and Joinery Techniques Intermediate 1  
DM7Y 10 Construction Crafts: Decorative Finishes Using Waterborne Paints Intermediate 1  
DM7K 10 Construction Crafts: Decorative Painting Intermediate 1  
DX0R 11 Construction Crafts: Decorative Painting Techniques Intermediate 2  
DM7T 10 Construction Crafts: Electrical Installation Intermediate 1  
DM7C 10 Construction Crafts: Employability Skills Intermediate 1  
DM7C 11 Construction Crafts: Employability Skills Intermediate 2  
DM7G 10 Construction Crafts: Half-Brick Walling Intermediate 1  
DX0L 11 Construction Crafts: One Brick Walling Intermediate 2  
DM7R 10 Construction Crafts: Plasterwork Intermediate 1  
DM7E 10 Construction Crafts: Plumbing Intermediate 1  
DX0T 11 Construction Crafts: Plumbing of Sanitary Appliances Intermediate 2  
DM7W 10 Construction Crafts: Practical Copper Pipework Intermediate 1  
DM7N 10 Construction Crafts: Roof Tiling Intermediate 1  
DM7J 10 Construction Crafts: Site Carpentry and Bench Joinery Intermediate 1  
FF33 10 Construction Crafts: Stonemasonry Intermediate 1

## General comments

Sixteen centres were selected for verification this year. The majority of these centres demonstrated that they had a clear understanding of how to assess the Skills for Work (SfW) Construction Crafts Course in accordance with the national standards.

The few centres that required some guidance with the national standards raised a number of development points.

Two Holds in certification were placed and these have since been resolved satisfactorily.

## Course Arrangements documents

The NABs are now well embedded as delivery materials for this Course and most centres are operating within the Course Arrangements guidelines.

However, some centres had to be prompted with regards to items such as personal protective equipment (PPE), internal verification procedures, and candidate self-review requirements. There was a range of development points left with several centres on these matters, and these will be followed up at future external verification visits.

## Unit specifications

The Unit Specifications for the SfW Construction Crafts Course are perhaps not understood as well as they could be. The likely reason for this is that teachers/lecturers focus more on the NAB documentation rather than the Unit specifications. The NABs were developed directly from the Unit specifications and as a result teachers/lecturers are confident the NAB documentation addresses the quality assurance aspect of delivering the Course.

## **Instruments of assessment**

In general, the NAB instruments of assessments are now well understood by the majority of centres, and in particular, within the centres that have been delivering the Course for a number of years. Most of the initial difficulties have now been resolved. The more recently approved centres continue to require some initial support and help grasping the ideas, philosophies and working practicalities of the SfW Construction Crafts Course.

## **Exemplification materials**

The SFEU assessment and exemplification support materials are well understood and implemented within most centres.

## **Evidence Requirements**

Of the 16 centres externally verified for the SfW Construction Crafts Course this session, 14 were successful and two were unsuccessful. The two Holds were due to a lack of evidence and both were subsequently resolved satisfactorily.

This would suggest that the vast majority (87%) of centres verified this year had a clear understanding of the Evidence Requirements in the first instance.

## **Level of assessments**

The NABs are being used universally for assessments and therefore standardisation is assured. These assessments are being implemented at the appropriate level and are being used in the manner which they were designed for.

Most centres are operating effective internal verification procedures although External Verifiers identified in some centres several internal verification procedures that could be improved.

## **Areas of good practice/areas for improvement**

A total of 18 External Verifier visits (16 first-phase visits and two return visits) were considered for this Internal Assessment Report. The following points are reflective examples of the areas of good, innovative and integrated practices identified during these visits.

- ◆ Effective internal verification which identifies actions that can be seen to be followed through.
- ◆ There were some innovative examples of photographic evidence showing different stages of the products and processes carried out during the Craft and Employability Units.
- ◆ There was clear evidence of standardisation/staff meetings, including minutes and agreed actions recorded.
- ◆ The use of well presented individual candidate portfolios to document the evidence for the SfW programme.
- ◆ Close links with local employers/tradesmen who are, for example, invited to come into centres and deliver toolbox talks.
- ◆ The standard of the practical work (product evidence) was very good in many centres.
- ◆ There is an exceptionally high standard of facilities being provided in some centres to support the delivery of the Course.

- ◆ Some centres are extending the skill levels of the candidates by including additional projects in the SfW programme.
- ◆ Projects were carried out during the academic session, which were in some cases integrated with the SfW Practical Units. This enabled candidates to generate evidence for the Employability Skills Units.
- ◆ Live employability skills were directly observed during many visits and easily verified. These were 'naturally occurring' when observing the candidate workshop activities.
- ◆ There were often excellent standards of product evidence available for external verification. These regularly exceeded the minimum standards of the Evidence Requirements and performance criteria of the SfW Craft Unit specifications.
- ◆ All candidates were being fully kitted-out with PPE in many workshops, as suggested in the original SfW Course Arrangement documents.
- ◆ Self-reviews are being conducted at the end, or near the end, of each of the practical crafts in many centres. This enabled the reviews to be conducted in a meaningful manner which fulfils the Evidence Requirements.

### **Specific areas for improvement**

A total of 18 External Verifier visits (16 first-phase visits and two return visits) were considered for this Internal Assessment Report. The following points are reflective examples of the areas for improvement (development points) identified during these external verification visits.

- ◆ Standardisation meetings should be held which have a SfW agenda, or in the case of general agenda meetings, items to be included which are specific to the SfW Course.
- ◆ Feedback to the candidates on their performance should be developed to give specific details of progress for the Employability Units in the Course and should cover the following: reliability, attitude, quality, and working with others.
- ◆ Internal verification of candidate activities should be signed and dated at the time these activities take place.
- ◆ Secondary photographic evidence should capture the candidates engaged in the work activity which is being used as evidence.
- ◆ Centres should ensure standardisation across the main campus and any annexes/satellite sites that are also delivering SfW programmes.
- ◆ Centres should standardise the requirement to wear site PPE whilst SfW candidates are in construction workshops.
- ◆ Centres which intend to generate candidate evidence by alternative methods to the SfW NABs are advised to seek prior verification before doing so.
- ◆ Candidate self-reviews should, where appropriate, include the remedial actions required to be undertaken by the candidate.
- ◆ Candidates are required to complete four self-reviews across four of the craft Units. These reviews should be carried out near to, or at the time of, completing each of the craft Units.
- ◆ Centres should retain a reasonable range of product evidence to enable the External Verifier to confirm that the performance criteria have been met across the various craft Units.