



## National Unit Specification: general information

**UNIT** Wall and Floor Tiling: Tiling to Steps (SCQF level 6)

**CODE** F6NV 12

### SUMMARY

This Unit is suitable for candidates undertaking a Modern Apprenticeship in Wall and Floor Tiling. The Unit will develop candidate craft skills by preparing steps for tiling, fix tiles to steps using adhesives and installing a pre-manufactured nosing profile. Candidates will be required to grout and finish the tiled steps. It is also designed to develop candidate underpinning knowledge and understanding of the components, preparation and setting out methods used in tiling steps.

### OUTCOMES

- 1 Demonstrate knowledge and understanding of the components, preparation methods and sequences of work used in relation to tiling steps.
- 2 Prepare and set out pre-formed steps.
- 3 Fix tiles to steps using adhesives.
- 4 Install pre-manufactured nosing profile.
- 5 Screed and tile steps in-situ using sand and cement.
- 6 Grout and finish tiled steps.

### RECOMMENDED ENTRY

While entry is at the discretion of the centre, candidates undertaking the Professional Development Award in *Wall and Floor Tiling* at SCQF level 6 must meet the requirements of the Modern Apprentices which include being employed in the relevant craft industry. It is recommended that candidates complete *Wall and Floor Tiling: Setting Out for Tiling Applications* and *Wall and Floor Tiling: Fixing Floor Tiles Using Adhesives* before attempting this Unit.

### CREDIT VALUE

1 credit at SCQF level 6 (6 SCQF credit points at SCQF level 6\*).

*\*SCQF credit points are used to allocate credit to qualifications in the Scottish Credit and Qualifications Framework (SCQF). Each qualification in the Framework is allocated a number of SCQF credit points at an SCQF level. There are 12 SCQF levels, ranging from Access 1 to Doctorates.*

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### Administrative Information

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## **National Unit Specification: general information (cont)**

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### **CORE SKILLS**

There is no automatic certification of Core Skills or Core Skill components in this Unit. Opportunities for developing aspects of the following Core Skills are highlighted in Support Notes of this Unit:

- ◆ Problem Solving at SCQF level 4
- ◆ Working with Others at SCQF level 4
- ◆ ICT at SCQF level 3
- ◆ Numeracy at SCQF level 4
- ◆ Communications at SCQF level 4

## **National Unit Specification: statement of standards**

### **UNIT      Wall and Floor Tiling: Tiling to Steps (SCQF level 6)**

Acceptable performance in this Unit will be the satisfactory achievement of the standards set out in this part of the Unit Specification. All sections of the statement of standards are mandatory and cannot be altered without reference to SQA.

#### **OUTCOME 1**

Demonstrate knowledge and understanding of the components, preparation methods and sequences of work used in relation to tiling steps.

##### **Performance Criteria**

- (a) Identify components used in tiling steps correctly.
- (b) Identify preparation methods used in tiling steps correctly.
- (c) Describe setting out methods and sequences of work used in tiling steps.

#### **OUTCOME 2**

Prepare and set out pre-formed steps.

##### **Performance Criteria**

- (a) Check steps for contamination and soundness correctly.
- (c) Check treads and risers for size correctly.
- (d) Set out steps correctly.
- (e) Comply with current health and safety regulations in all activities.

#### **OUTCOME 3**

Fix tiles to steps using adhesives.

##### **Performance Criteria**

- (a) Gauge, mix and apply adhesive correctly.
- (b) Fix tiles correctly.
- (c) Check tiles are fixed square.
- (d) Comply with current health and safety regulations in all activities.

#### **OUTCOME 4**

Install pre-manufactured nosing profile.

##### **Performance Criteria**

- (a) Identify and select pre-manufactured nosing profile correctly.
- (b) Install profile in correct location.
- (c) Install profile as per manufacturer's instruction.
- (c) Comply with current health and safety regulations in all activities.

## **National Unit Specification: statement of standards (cont)**

**UNIT**      Wall and Floor Tiling: Tiling to Steps (SCQF level 6)

### **OUTCOME 5**

Screed and tile steps in-situ using sand and cement.

#### **Performance Criteria**

- (a) Prepare surface correctly.
- (b) Apply sand and cement screed correctly.
- (c) Set out steps correctly.
- (d) Fix tiles to steps using the in-situ method of fixing correctly.
- (e) Check tiles are fixed square.
- (f) Comply with current health and safety regulations in all activities.

### **OUTCOME 6**

Grout and finish tiled steps.

#### **Performance Criteria**

- (a) Mix grout correctly.
- (b) Apply grout correctly.
- (c) Remove grout residue correctly.
- (d) Check steps are free from grout holes and bloom.
- (e) Comply with current health and safety regulations in all activities.

### **EVIDENCE REQUIREMENTS FOR THIS UNIT**

Evidence is required to demonstrate that the candidates have achieved this Unit to the standard specified in all the Outcomes and Performance Criteria. All working practices must be in line with relevant and current Health and Safety legislation and regulations.

#### **Outcome 1**

Written and/or oral evidence is required to show that the candidate has achieved the standards specified in the Performance Criteria in Outcome 1. Assessment of the underpinning knowledge should be carried out using a question paper supported by annotated working drawings. This must be carried out under controlled supervised conditions

#### **Outcome 2, 3, 4, 5 and 6**

Product and performance evidence supplemented with an assessor observation checklist is required to show that the candidate has achieved all Outcomes to the standards specified in the Performance Criteria. Candidates will be observed to show that they can prepare, set out, tile and finish steps. The steps must be tiled using both adhesives and the in-situ method of tile fixing using sand and cement mortar. Candidates will also be observed to show that they can identify, select and install a pre-manufactured nosing profile. All product and performance evidence should be to the standards stated below. Assessment should be conducted under controlled, supervised conditions.

## National Unit Specification: statement of standards (cont)

### UNIT Wall and Floor Tiling: Tiling to Steps (SCQF level 6)

Item	Measurement of Standards
Surface area	Prepared, checked for flatness and square
Treads	Equal sized and parallel
Risers	Equal sized and parallel
Setting Out	Balanced even cuts
Adhesive mixed (where applicable)	As per manufacturers instruction
Adhesive spread (where applicable)	Even coverage
Sand and cement screed (where applicable)	± 2mm, equal sized and parallel
Tiles fixed (adhesive)	Fully bedded, joints ± 1mm of specified width
Tiles fixed in-situ	Fully bedded, joints ± 1mm of specified width
Grout	Full uniform, neat appearance
Surface finish	Thoroughly cleaned on completion
Pre- manufactured nosing profile	Selected and installed correctly
Risk assessment	Safety boots, hand protection, hard hats, hi-vis vests worn at all times
Method statement	Working area kept clean at all times. Materials and tools requisitioned and handled correctly at all times. Tools stored safely at end of working day. Health and safety complied with at all times

Assessment of this Unit should be carried out when the candidate has received sufficient training and is deemed ready to be assessed.

These Evidence Requirements will be met by the completion of the Training and Assessment Programme (TAP) *Wall and Floor Tiling*.

## National Unit Specification: support notes

### UNIT Wall and Floor Tiling: Tiling to Steps (SCQF level 6)

This part of the Unit Specification is offered as guidance. The support notes are not mandatory.

While the exact time allocated to this Unit is at the discretion of the centre, the notional design length is 40 hours.

#### GUIDANCE ON THE CONTENT AND CONTEXT FOR THIS UNIT

This Unit has been developed as a mandatory Unit in the Professional Development Award in Wall and Floor Tiling at SCQF level 6, which is a mandatory component of the Modern Apprenticeship in Wall and Floor Tiling.

This Unit would be offered to candidates from the construction and related services industries. The skills and knowledge and understanding are transferable within different working environments but the Unit is primarily aimed at candidates whose normal place of work would be a site, workshop, or similar environment. It should be delivered as part of a structured programme of training and orientated to the context of the candidates work and area of responsibility.

The successful completion of this Unit will provide candidates with the required underpinning knowledge and skills relating to the components, preparation and setting out methods used to tile steps.

The context of this Unit allows for a holistic integrated approach for other Units within the PDA in Wall and Floor Tiling. Therefore there are opportunities within this Unit to integrate *Wall and Floor Tiling: Repair and Restoration*.

Health and Safety and Sustainability are integral and key to the Construction Industry and so throughout the Unit emphasis will be placed where appropriate on the application of Health and Safety and Sustainability. Safety working practices should be looked at in accordance with current safety codes of practice and regulations. Sustainability should include reference to legislation affecting the conservation of the environment and its relevance to this trade and to the construction industry in general. Attention should also be drawn to the dangers of not implementing this legislation.

#### GUIDANCE ON LEARNING AND TEACHING APPROACHES FOR THIS UNIT

Learning and teaching for this Unit should be a combination of workshop and classroom learning. Candidates should be made aware of the different materials tools and equipment used in tiling steps, The correct methods of preparing and setting out steps, with the basic principle of fixing tiles to steps and installing nosing profiles should be explained in the workshop. The in-situ method of tiling steps should be emphasised in the workshop.

The critical importance of the correct procedures used in tiling steps should be emphasised during the practical activities. It is recommended that candidates should complete working drawings in preparation for workshop activities.

## National Unit Specification: support notes (cont)

### UNIT Wall and Floor Tiling: Tiling to Steps (SCQF level 6)

It is recommended that candidates practice their skills in a workshop environment with the relative underpinning knowledge taught both in the workshop and classroom. The candidate should be given the opportunity to further develop their skills through visual aids, electronic presentations, reference books, classroom exercises and group discussions.

Candidates will be required to wear appropriate Personal Protective Equipment (PPE) whilst carrying out the practical activities, keep a clean working area and adopt safe working practices throughout all practical activities.

It is recommended that candidates should work in pairs whilst setting out the steps in Outcomes 2 and 5. Candidates must work individually in all other Outcomes.

Opportunities should be taken throughout delivery of this Unit to meet the requirements of the generic Units of the Training and Assessment Programme including:

- ◆ Conform to Efficient Working Practices
- ◆ Conform to General Workplace Safety
- ◆ Move and Handle Resources
- ◆ Confirm Work Activities and Resources for the Work
- ◆ Develop and Maintain Good Working Relationships
- ◆ Confirm the Occupational Method of Work

### OPPORTUNITIES FOR CORE SKILL DEVELOPMENT

The Core Skill of *Problem Solving* could be developed to SCQF level 4. As candidates undertake this Unit they will need to take account of a range of factors in order to work efficiently and safely, such as the choice of tools, appropriate materials, safety issues, safety equipment and sustainability. Individual discussions with assessors will enhance the evaluation of efficient working practices.

There are opportunities for candidates to develop *Working with Others* to SCQF level 4, particularly in Outcome 2 and 5 as the setting out may be carried out working in pairs. Candidates can agree responsibilities and provide support and information to each other during this assessment. After assessment, they should be encouraged to consider how effectively they supported each other.

Opportunities in Outcome 1 also arise for candidates to develop the Core Skill of *Information and Communication Technology* to SCQF 3 by researching materials and components used and the Health and Safety legislation affecting their area of work.

*Numeracy* skills could be developed to SCQF level 4 through the calculation of material quantities and setting out in Outcomes 3 and 5.

Candidates could have the opportunity to develop *Communication* to SCQF level 4 for the practical aspects of this Unit. As candidates complete practical tasks, they should be expected to communicate with others using the correct terminology, tone and style suited to the workplace.

## **National Unit Specification: support notes (cont)**

### **UNIT**      Wall and Floor Tiling: Tiling to Steps (SCQF level 6)

#### **GUIDANCE ON APPROACHES TO ASSESSMENT FOR THIS UNIT**

Centres are advised to use the Wall and Floor Tiling Training and Assessment Programme (TAP) which has been developed centrally by the SQA. Any other instruments of assessment used must be comparable to the TAP and have been through prior verification.

Sections 6 and 7 of the Wall and Floor Tiling TAP provide detailed assessment material for this Unit. It is expected that candidates will be given as much practice as possible and should be deemed competent prior to being set the assessment tasks contained within the TAP.

#### **Outcome 1**

A suitable method of assessing underpinning knowledge would be through the use of short answer questions supported by annotated workshop drawings.

#### **Outcomes 2, 3, 4 and 5**

The candidates' ability to prepare set out and tile steps and to grout and finish the completed area will be assessed through practical tasks. An assessor observation checklist can be used to record evidence of the candidate's ability in all practical Outcomes.

The candidate must be provided with all the tools, materials and equipment to complete the practical tasks.

#### **Opportunities for the use of e-assessment**

E-assessment may be appropriate for some assessments in this Unit. By e-assessment we mean assessment which is supported by information and communications technology (ICT), such as e-testing or the use of e-portfolios or e-checklists. Centres which wish to use e-assessment must ensure that the national standard is applied to all candidate evidence and that conditions of assessment as specified in the Evidence Requirements are met, regardless of the mode of gathering evidence. Further advice is available in *SQA Guidelines on Online Assessment for Further Education (AA1641, March 2003)*, *SQA Guidelines on e-assessment for Schools (BD2625, June 2005)*.

#### **CANDIDATES WITH DISABILITIES AND/OR ADDITIONAL SUPPORT NEEDS**

The additional support needs of individual candidates should be taken into account when planning learning experiences, selecting assessment instruments, or considering alternative Outcomes for Units. Further advice can be found in the SQA document *Guidance on Assessment Arrangements for Candidates with Disabilities and/or Additional Support Needs* ([www.sqa.org.uk](http://www.sqa.org.uk)).