



## National Unit specification: general information

**Unit title:** Carpentry and Joinery: Domestic Straight Flight Stairs (SCQF level 6)

**Unit code:** H0RF 12

**Superclass:** TG

**Publication date:** March 2012

**Source:** Scottish Qualifications Authority

**Version:** 01

## Summary

This Unit is suitable for candidates working towards a Modern Apprenticeship in Carpentry and Joinery and will develop the candidates craft skills in straight flight stairs within a domestic setting. This Unit is designed to provide candidates with competence in the use of tools and equipment to construct and fix a straight flight stair with associated finishings and the ability to apply these skills in the workplace. It is also designed to enable candidates to develop their skills and understanding in carpentry and joinery terminology, techniques and practices, and production of working drawings.

## Outcomes

- 1 Demonstrate knowledge and understanding of terminology, components and legislation in relation to straight flight stairs.
- 2 Produce a cutting list and stair templates from given specification.
- 3 Mark out and manufacture domestic straight flight stair and components.
- 4 Fit straight flight staircase and associated finishings.

## Recommended entry

While entry is at the discretion of the centre, candidates undertaking the Professional Development Award in Carpentry and Joinery at SCQF level 6 must meet the requirements of the Modern Apprentices which include being employed in the relevant craft industry.

## Credit points and level

2 National Unit credits at SCQF level 6: (12 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.*

## **General information (cont)**

**Unit title:** Carpentry and Joinery: Domestic Straight Flight Stairs  
(SCQF level 6)

### **Core Skills**

Achievement of this Unit gives automatic certification of the following:

Complete Core Skill            None

Core Skill component        Critical Thinking @ SCQF level 5

There are also opportunities to develop aspects of Core Skills which are highlighted in the Support Notes of this Unit Specification.

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

**Unit title:** Carpentry and Joinery: Domestic Straight Flight Stairs  
(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 terminology, components and legislation in relation to straight flight stairs.

#### **Performance Criteria**

- (a) Define straight flight stairs terminology correctly.
- (b) Identify straight flight stairs components correctly.
- (c) Describe the function of straight flight stair components accurately.
- (d) Define current legislation relating to straight flight stairs.

### **Outcome 2**

Produce a cutting list and stair templates from given specification.

#### **Performance Criteria**

- (a) Calculate materials correctly from the given specification and allow for wastage.
- (b) Compile an accurate and legible cutting list of materials and components.
- (c) Produce a pitch board, margin template and routing jig.

### **Outcome 3**

Mark out and manufacture domestic straight flight stair and components.

#### **Performance Criteria**

- (a) Mark out stairs in accordance with the given specification.
- (b) Manufacture a housed stringer.
- (c) Mark out and mortise a newel post.
- (d) Form the tenons to the outer stringer to fit into the newel post.
- (e) Manufacture treads, risers and shaped bottom step.
- (f) Fit tapered wedges and glue blocks.
- (g) Comply with current legislation and health and safety regulations throughout activity.

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

**Unit title:** Carpentry and Joinery: Domestic Straight Flight Stairs (SCQF level 6)

### **Outcome 4**

Fit straight flight staircase and associated finishings.

#### **Performance Criteria**

- (a) Mark, fit and fix components.
- (b) Fit balustrade — handrail, base rail, baluster/spindles and infills.
- (c) Fit and fix an apron lining and landing nosing.
- (d) Comply with current legislation and health and safety regulations throughout activity.

#### **Evidence Requirements for this Unit**

These Evidence Requirements will be met by the completion of the Carpentry and Joinery Training and Assessment Programme (TAP).

Evidence is required to demonstrate that the candidates have achieved this Unit to the standard specified in all Outcomes and Performance Criteria. All working practices must be in line with relevant and current Health and Safety legislation and regulations. A risk assessment and method Statement must be completed prior to any practical activities taking place.

Written and/or oral recorded evidence is required to demonstrate that the candidate has achieved Outcome 1 to the standard specified in the Performance Criteria. Candidates will be required to demonstrate their knowledge of terminology, function of components and legislation by successful completion of a question paper relating to domestic straight flight stairs. This assessment will be conducted under controlled, closed-book supervised conditions.

Candidates will work in pairs for Outcomes 2, 3 and 4.

Product evidence is required to demonstrate that the candidate has achieved Outcome 2 to the standards specified in the Performance Criteria. The cutting list is completed with materials calculated correctly from the workshop drawing allowing for wastage. The cutting list is compiled accurately and is legible using terminology that is technically correct throughout.

Each pair of candidates must produce the following stair templates:

- ◆ Pitch board
- ◆ Margin template
- ◆ Routing jig

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

**Unit title:** Carpentry and Joinery: Domestic Straight Flight Stairs  
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Product and performance evidence supplemented with an assessor observation checklist should be used to show that the candidate has achieved Outcomes 3 and 4 to the standard specified in the Performance Criteria. Candidates will be observed to show that they can mark out, construct and fix straight flight stairs comprising of five risers, four treads and incorporating top and bottom newel posts, a balustrade and a shaped bottom step. For Outcome 4 candidates must individually mark, fit and fix one of the following components to a trimmer joist:

- ◆ One stringer
- ◆ Top newel post

## **National Unit specification: support notes**

**Unit title:** Carpentry and Joinery: Domestic Straight Flight Stairs (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 80 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 Carpentry and Joinery at SCQF level 6.

The successful completion of this Unit will provide candidates with the required knowledge and skills relating to terminology, components, component function, legislation and cutting lists in relation to marking out, constructing and fixing straight flight stairs and associated finishings.

This Unit would be offered to candidates working towards a Modern Apprenticeship in Carpentry and Joinery and will develop the candidate's skills in domestic straight flight stairs. 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.

The Unit deals with the construction of straight flight stairs and method of fixing them to position in a building and is complemented by Units dealing with related work in Carpentry and Joinery. There would be opportunity to integrate aspects of this Unit with others in the Carpentry and Joinery PDA. It should be delivered as part of a structured programme of training and orientated to the context of the candidate's work and area of responsibility.

Health and Safety and Sustainability are integral and key to the Construction Industry therefore throughout the Unit emphasis will be placed where appropriate on the application of Health and Safety and Sustainability. Safety working practices should comply with current safety codes of practice and regulations. Sustainability should include reference to criteria affecting sustainability, impact of not implementing sustainability on the environment and the legislation promoting sustainability.

## National Unit specification: support notes (cont)

**Unit title:** Carpentry and Joinery: Domestic Straight Flight Stairs (SCQF level 6)

### Guidance on learning and teaching approaches for this Unit

Candidates must be given the opportunity to further develop their skills in Carpentry and Joinery by learning about straight flight stairs.

Candidate centred learning and teaching approach are encouraged with candidates actively participating in practical activities after lecturer demonstration of key construction practices and principles.

The use of effective questioning techniques to confirm understanding of salient learning objectives should be central to learning and teaching approaches used in classrooms or workshops.

Candidates should be encouraged to learn at their own pace with e-learning opportunities available to suit their preferred learning style.

The use of e-learning as a teaching tool should be adopted by lecturers wherever possible to enable candidates to develop at their own pace using preferred learning styles.

Learning and Teaching approaches should ensure that candidates are acquiring the underpinning knowledge required for the Unit in tandem with undertaking practical workshop activities.

There are opportunities for candidates to develop co-operative working skills as the practical assessments may be carried out working in teams or in pairs. Candidates should take equal responsibility for activities and provide support and information to each other during assessments. After assessment, they should be encouraged to consider how effectively they supported each other.

During delivery of the practical components of this Unit, candidates should understand the importance of Health and Safety regulations and legislation relating both to working practices within the construction environment, as well as those specific to any practical task they are requested to carry out, such as emphasising the importance of carrying out risk assessments, following method statements and using the correct PPE at all times.

Where appropriate, 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 Productive Working Practices*
- ◆ *Conform to General Workplace Health, Safety and Welfare*
- ◆ *Move, Handle and Store Resources*
- ◆ *Confirm Work Activities and Resources for the Work*
- ◆ *Develop and Maintain Good Working Relationships*
- ◆ *Confirm the Occupational Method of Work*

## National Unit specification: support notes (cont)

**Unit title:** Carpentry and Joinery: Domestic Straight Flight Stairs (SCQF level 6)

### Guidance on approaches to assessment for this Unit

The Carpentry and Joinery Training and Assessment Programme (TAP) provides detailed assessment material for this Unit. It is advised to use the TAP which has been developed centrally by SQA. Any other instruments of assessment used must be comparable to the TAP and have been through prior verification. It is expected that candidates will be given as much practice as possible, prior to being set assessment tasks.

The candidate's knowledge and understanding of terminology, components and legislation in relation to straight flight stairs could be assessed through a question paper.

Candidates will be required to produce a cutting list, a pitch board, a margin template and a routing jig to meet the requirements of Outcome 2.

A series of practical activities will allow evidence to be gathered for Outcome 3 and 4 through observation that the candidates have met the given standards and tolerances. An assessor observation checklist/record can be used to record this evidence.

### 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 Communication Technology (ICT), such as e-testing or the use of e-portfolios or social software. 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)*.

### Opportunities for developing Core Skills

Components of the Core Skill of *Problem Solving*, such as Planning and Organising and Critical Thinking will be developed as candidates undertake this Unit. Candidates will need to take account of a range of factors in order to work efficiently and safely, such as the interpretation of drawings, choice of tools and appropriate materials, application of scientific principles, risk assessments, health, safety and welfare and a sustainable approach. Individual discussions with assessors will enhance the evaluation of productive work practices.

There are opportunities to develop the Core Skill of *Working with Others* at SCQF level 4, particularly in Outcomes 2, 3 and 4, as these practical assessments should be carried out in pairs. Candidates can agree responsibilities and provide support and information to each other during the practical group activities.



## National Unit specification: support notes (cont)

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Opportunities also arise for candidates to develop the Core Skill of *Information and Communication Technology (ICT)* at SCQF level 3 by researching Health and Safety legislation affecting their area of work, manufacturer's instructions and specifications, interpretation of drawings.

*Numeracy* at SCQF level 4 could be enhanced through the knowledge evidence in setting out straight flight stairs and the practical use of calculation and measuring scales required for teaching and learning assessments for Outcomes 1, 2, 3 and 4.

There will be opportunities for candidates to develop the Core Skills of *Communications* at SCQF level 4 through the knowledge part of the assessment for Outcome 1. As candidates complete practical tasks in Outcomes 2, 3 and 4, they should be expected to communicate with others using the correct terminology, tone and style suited to the workplace while interpreting drawings.

This Unit has the Critical Thinking component of Problem Solving embedded in it. This means that when candidates achieve the Unit, their Core Skills profile will also be updated to show they have achieved Critical Thinking at SCQF level 5.

### **Disabled candidates and/or those with additional support needs**

The additional support needs of individual candidates should be taken into account when planning learning experiences, selecting assessment instruments, or considering whether any reasonable adjustments may be required. Further advice can be found on our website [www.sqa.org.uk/assessmentarrangements](http://www.sqa.org.uk/assessmentarrangements)

## History of changes to Unit

Version	Description of change	Date

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