

-SQA- SCOTTISH QUALIFICATIONS AUTHORITY

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NATIONAL CERTIFICATE MODULE DESCRIPTOR

-Module Number-	1230001	-Session-1991-92
-Superclass-	SL	

-Title-	ROUTINE ESTATE MAINTENANCE (X¹/₂)
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-DESCRIPTION-

Purpose	This module allows the student to develop practical skills and associated knowledge in the context of a range of activities associated with estate work and maintenance. It provides the opportunity to sample these skills prior to developing them further at a later stage in a range of land-based industries.
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Preferred Entry Level	No formal entry requirements.
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Outcomes	The student should: 1. maintain tools used for estate maintenance; 2. undertake estate maintenance tasks.
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Assessment Procedures	Acceptable performance in this module will be satisfactory achievement of all the Performance Criteria specified for each Outcome.
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The following abbreviations are used below:

PC Performance Criteria
IA Instrument of Assessment

Note: The Outcomes and PCs are mandatory and cannot be altered. The IA may be altered by arrangement with SQA. (Where a range of performance is indicated, this should be regarded as an extension of the PCs and is therefore mandatory.)

OUTCOME 1 MAINTAIN TOOLS USED FOR ESTATE MAINTENANCE

- PCs
- (a) The identification of tools used for estate maintenance is correct.
 - (b) The maintenance of tools used for estate maintenance is carried out thoroughly, within a reasonable time and in accordance with recognised working practices.

IA Practical Exercise

The student will be set a practical exercise to test the application of knowledge and skills required to maintain tools used for estate maintenance.

The student will be required to complete the following to the standards specified in the Performance Criteria:

1. identify five hand tools and one mechanised tool which would be used in their job situation for Performance Criterion (a);
2. carry out maintenance work on all the tools identified in part (1) for Performance Criterion (b).

The assessment may be carried out with the aid of an observation checklist.

Satisfactory achievement of the Outcome will be based on both Performance Criteria being met for each tool.

OUTCOME 2 UNDERTAKE ESTATE MAINTENANCE TASKS

- PCs
- (a) The selection of tools, materials and equipment is appropriate to the job to be undertaken.
 - (b) The operation and use of tools, materials and equipment is safe, using the appropriate techniques and in accordance with good working practice.
 - (c) The completion of the maintenance task is within a reasonable time and complies with the job specifications and safety regulations.
 - (d) The completion of a job report is neat, accurate and corresponds to the work carried out.

IA Practical Exercise

The student will be set a practical exercise to test the application of knowledge and skills required to undertake a range of estate maintenance tasks.

The student will be expected to carry out 4 maintenance tasks which are appropriate to their job situation. The tasks to be undertaken should be selected from the following list in consultation with the tutor:

1. replacing a broken stob;
2. retensioning fence wires;
3. removal and replacement of staples;
4. location and isolation of water supply at stop cock;
5. reading a water meter;
6. cleaning and reporting on the condition of a field water trough;
7. repairing/joining PVC pipes;
8. locating the outfall to a field drain;
9. cleaning a field drain and outfall (or culvert);
10. repair a section of damaged dyke;
11. repairs to gates, troughs, rails etc.;
12. repair a pen section;
13. operating a lawn mower/strimmer;
14. repairing estate roads and tracks.

A job report should be completed for each task undertaken and should reflect the nature of the work carried out, tools and materials used, the need for any further work and any costs involved.

The assessment should be carried out with the aid of an observation checklist.

Satisfactory achievement of the Outcome will be based on all the Performance Criteria being met for each task undertaken.

The following sections of the descriptor are offered as guidance. They are not mandatory.

CONTENT/CONTEXT

Safety regulations and safe working practices and procedures should be adhered to at all times.

Corresponding to Outcomes 1-2:

1. The student must be familiar with tools which are used for estate maintenance and gain experience in the maintenance of these.

Hand tools to include: hammers; spades; shovels; axes; saws; wire cutters; stake drivers; piercers; wire strainers; secateurs/shears and bolsters.

Mechanised tools to include: lawn mowers; trimmers; generators; hedge trimmers.

Awareness of statutory regulations and their implications relating to the wearing of protective clothing and equipment and to the operation of machinery.

The importance of servicing mechanised tools on daily and weekly basis following manufacturers' recommended procedures.

The manufacturers' operating manual should be followed when carrying out pre-start checks and starting/stopping procedures.

2. Suitable tools, materials and equipment should be selected for the estate maintenance tasks to be undertaken.

Awareness of the range of maintenance tasks involved in estate maintenance and those which are appropriate to specific job situations i.e. agriculture, horticulture and gamekeeping. Experience in those tasks appropriate to job situation should be achieved.

Completion of job reports should reflect the nature of the job carried out, tools and materials used, the need for any further work and any costs involved.

SUGGESTED LEARNING AND TEACHING APPROACHES

The majority of the teaching instruction and training will take place in a supervised practical situation. Practical activity should be preceded by demonstration with concurrent reference to appropriate terms and practice.

Safe handling of tools and equipment should be an integral part of the learning experience. Adequate opportunities should be available for the reinforcement of skills learned.

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