



**Scottish Vocational Qualification and Higher National
Qualification Verification Summary Report 2017**

**Construction: Roof Slating & Tiling
Construction: Stonemasonry
Construction: Plastering**

Introduction

Once again, there was extensive qualification verification activity throughout 2016–17 for qualifications:

GF1X 23 — SVQ 3 Roof Slating & Tiling (Construction)

GF21 23 — SVQ 3 Stonemasonry (Construction)

GF1T 23 — SVQ 3 Plastering (Construction)

Almost all qualification verification reports were positive and there was clear evidence that these qualifications are being delivered in a professional and effective manner at almost all centres.

GF1X 23 SVQ 3 Roof Slating & Tiling (Construction)

Units verified:

H10W 12	Regular Sized Slating to Hip and Valley Mitred details
H10G 12	External Cement Work – Textured Finishes
H10K 12	Plain Tiling - Gable to Abutment
H106 12	Conform to General Workplace Health Safety and Welfare
H10S 12	Single Lap Tiling - Gable to Gable Dry Details
F7A2 12	Roofing External Cement – Bands and Artificial Stonework
H10L 12	Random Slating to Gabled Roofs
H10J 12	Plain Tiling Hips, Valleys and Curved Eaves

GF21 23 SVQ 3 Stonemasonry (Construction)

Units verified:

H0WR 12	Cutting and Building Wrought Stone
H10A 12	Construction Craft Employment Skills
F6 PT 12	Cutting Ovolo to an Ashlar Stop
H0PS 12	Ashlar walling and returns
F6PL 12	Mouldings on a radius

GF1T 23 SVQ 3 Plastering (Construction)

Units verified:

F6S9 12	Plain Faced Render and Bullnose
F6S 12	Tools and Materials
H0C9 12	Curved Plasterwork
F6SG 12	Run and Fix Mouldings
H105 12	Applying Lightweight Plasters and External Finishes
F6SH 12	Running Cornice Work incorporating Short Breaks and Mitres
H0C7 12	Internal Repair
F6S2 12	Flood Mould
F6S4 12	Screeds and Straightening
F6SF 12	Producing and Fixing Plaster Fibrous Cast
F6SD 12	Running and Fix Moulds
H0C8 12	Plasterboard and Coving
F6S7 12	Floorscreeding
F6S3 12	Producing a Plaster Piece Mould

Category 2: Resources

Criterion 2.1: Assessors and internal verifiers must be competent to assess and internally verify, in line with the requirements of the qualification.

Qualification verification reports for the SVQs in roofing, stonemasonry and plastering confirmed that assessors and internal verifiers at all centres were competent, well qualified, or working towards qualifications for their vocation. All staff also had extensive industry experience. All staff at verified centres undertook and recorded appropriate Continuing Professional Development (CPD) activity to ensure they maintained academic and occupational currency and complied fully with the requirements of the Assessment Strategy.

Some centres undertake CPD on an almost monthly basis.

Criterion 2.4: There must be evidence of initial and ongoing reviews of assessment environments; equipment; and reference, learning and assessment materials.

All centres visited for the SVQs in roofing, stonemasonry, and plastering have effective ongoing processes and procedures in place to review accommodation, assessment procedures, equipment, learning resources, and assessment materials. These processes and procedures were being implemented effectively in all centres visited by qualification verifiers.

Category 3: Candidate support

Criterion 3.2: Candidates' development needs and prior achievements (where appropriate) must be matched against the requirements of the award.

Most centres undertook diagnostic testing within the first three weeks, and then when/where it was identified that additional support was required, it was put in place. One centre uses text help, which the assessor went on an additional training course to learn about. This was to aid one candidate with his learning experience.

All centres had processes and procedures in place to allow candidate development needs to be identified and the appropriate support provided.

Additionally, for SVQ programmes, the effective use of Candidate Record of Evidence from the Workplace (CREW) ensured that candidates' experience and learning from the workplace was matched to the unit requirements at almost all centres.

In discussion with their assessor candidates could identify and discuss areas of the qualification that they needed to improve and develop.

Criterion 3.3: Candidates must have scheduled contact with their assessor to review their progress and to revise their assessment plans accordingly.

At all centres visited, feedback was very well structured and implemented after every assessment and training activity. Feedback was positive to candidates with some centres promoting that candidates write their own feedback on completed assessments. Assessors were clear in their feedback as to what had been achieved and where necessary, identified areas for improvement or skills development. Feedback related to both specialist and generic unit competences.

Category 4: Internal assessment and verification

Criterion 4.2: Internal assessment and verification procedures must be implemented to ensure standardisation of assessment.

All centres that undertook the qualification verification process had well established assessment and verification processes and procedures in place.

The qualification verifier's reports stated that almost all centre's assessors and internal verifiers implemented centres' assessment and verification procedures effectively. Some centres were recommended to be more vigilant with the process to ensure procedures are followed.

Criterion 4.3: Assessment instruments and methods and their selection and use must be valid, reliable, practicable, equitable and fair.

All centres visited continue to use SQA's most up to date framework: TAPs (Training and Assessment Programme) to carry out assessment for the roofing occupations. Some centres have updated workshop equipment to enhance the candidate's experience.

Criterion 4.4: Assessment evidence must be the candidate's own work, generated under SQA's required conditions.

With centres using SQA's most up to date framework — TAPs — to carry out assessment for the roofing occupations, they are continuing to evidence the signature of candidates, assessor, and on occasion, internal verifier within the feedback sheets.

In almost all centres, before, during, and after assessments, photographic evidence is taken to further authenticate the candidate's work. Some centres have been recommended to ensure that photos are taken during the assessment process.

Criterion 4.6: Evidence of candidates' work must be accurately and consistently judged by assessors against SQA's requirements.

Assessment judgements were reported as being accurate and consistent at almost all centres that undertook the verification process. Some centres recommended to be more rigorous following the marking schedule. Both practical and knowledge-based evidence confirmed that candidates were meeting the requirements of units and were achieving the national standards.

Criterion 4.7: Candidate evidence must be retained in line with SQA requirements.

Qualification verifiers reported that all centres continue to retain candidate evidence and assessment records in line with SQA requirements. In almost every centre, retention policies exceeded SQA requirements. All centres complied fully with qualification verification visit plan requirements in relation to candidate evidence being sampled.

Criterion 4.9: Feedback from qualification verifiers must be disseminated to staff and used to inform assessment practice.

All centres had clear policies and procedures in place for the dissemination of information from qualification verifiers to assessors and internal verifiers. Staff at all centres implemented centre procedures effectively and there was good evidence of improvements and enhancements being taken to develop assessment practice.

Areas of good practice reported by qualification verifiers

The following good practice was reported during session 2016–17:

- ◆ Upgrading roof rigs (2.4)
- ◆ Support for a candidate requiring text help (3.2)
- ◆ Diagnostic testing to identify candidate needs
- ◆ Candidates receive milestones for achievements (3.3)
- ◆ Great relationship with local suppliers (2.4)
- ◆ Candidates applying their own feedback (3.3)
- ◆ Filing system that allows lecturers from other specialities to pick up class work (4.4)
- ◆ Exemplary internal verification system
- ◆ Good positive feedback encouraging good dialogue between staff and students creating an excellent environment for trainees (3.3) (4.3)
- ◆ Excellent digital portfolio (4.7)
- ◆ Manager obtaining foreign contacts
- ◆ Monthly CPD training (2.1)
- ◆ Excellent assessor to candidate ratio (3.2)
- ◆ Use of high quality reflective feedback (3.3)
- ◆ Student journal

Specific areas for development

The following areas for development were reported during session 2016–17:

- ◆ Roof rigs require modification/upgrading for skills test purposes (2.4)
- ◆ Photographic evidence attached to assessment work (4.6)
- ◆ Use of IV5 form (3.2)
- ◆ Dissemination of visit plan to assessors (4.9)
- ◆ Photographic evidence of start middle and end for practical assessments (4.4)
- ◆ PPE further risk assessed for practical activities (4.3)
- ◆ Ensure timetables and assessment plans are implemented better (3.3)
- ◆ Reduce stone size for Ashlar wall (4.6)
- ◆ Ensure all specification criteria is being adhered to (4.6) (2.1)
- ◆ Industry CPD to enhance knowledge (2.1)
- ◆ Recording of daily discussions to improve the quality of delivery (2.4)
- ◆ Signing of all knowledge evidence pages (4.4)