



# **Scottish Vocational Qualifications Internal Assessment Report 2015 Floor Covering**

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

# SVQ awards

## General comments

External verification activity in session 2014–15 confirmed that staff delivering the SVQ in Floor Covering had a clear and accurate understanding of the standards required in individual Units and the demands of the Training and Assessment Programme (TAP) which is used to assess the Floor Covering SVQ.

Staff had a sound knowledge of how the information obtained from Candidate Records of Evidence from the Workplace (CREWs) and evidence gathered from Phase Tests supported ongoing candidate development of practical skills, behavioural competences and knowledge.

Unit standards were clearly defined in all candidate portfolios and assessor decisions on candidates meeting standards were made solely on this evidence.

## Unit specifications, instruments of assessment and exemplification materials

Centre staff had a thorough knowledge of all Unit specifications and the requirements of all TAP assessments. The requirements of the industry-devised Unit H10A 12 Construction Crafts Employability Skills are being met effectively by the candidates and this is demonstrated by the effective use of electronic CREWs.

## Evidence Requirements

All staff have a clear understanding of the evidence requirements of the Floor Covering SVQ Units and their TAPs.

Electronic portfolio evidence being compiled by candidates was thorough and effective and this indicated very clearly that candidates have a firm grasp of what performance was required to meet the Unit evidence requirements and defined standards.

## Administration of assessments

External verification reporting confirmed that assessments are being administered effectively. Assessment record keeping and retention of evidence was systematic with all assessment records and evidence being readily available for verification.

Quality assurance procedures were comprehensive and well presented, with all aspects of these procedures being administered consistently.

## General feedback

Candidate discussions with External Verifiers during verification activity, confirmed that candidates were enthusiastic about their course, their experiences and the support they received from the staff.

## **Areas of good practice**

- ◆ Assessor feedback to candidates was constructive throughout all portfolios sampled and this had a positive effect on candidate progression
- ◆ Photographic evidence was used to authenticate candidates' work and this was reinforced with thumbnail photos of each candidate. This allowed easy comparison between class list pictures, portfolio pictures, and video material and practical checklists

## **Specific areas for improvement**

- ◆ No areas for improvement were reported by the External Verifier