



**National Qualifications 2012  
Internal Assessment Report  
Painting and Decorating**

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

# National Qualifications (NQ) Awards

Titles/levels of NQ Awards verified:

G9GH 46 — Professional Development Award (PDA) Painting and Decorating at SCQF level 6

G8H4 45 — National Progression Award (NPA) Painting and Decorating at SCQF level 5

## General comments

The majority of centres continue to demonstrate a sound working knowledge of the National Occupational Standards (NOS) for each of the Units contained within these awards.

Centres continue to comply with the Assessment Strategy.

## Course Arrangements documents, Unit specifications, instruments of assessment and exemplification materials

Centre staff involved in the delivery were familiar with all of the Unit specifications, instruments of assessment and exemplification materials, eg Training and Assessment Programme (TAP) materials, used to support the PDA.

The generic Units are embedded throughout the award and integrated where applicable within practical activities carried out at centres. However, External Verifiers (EVs) are still highlighting that not enough is being done to capture evidence effectively. It may be the case that the generic evidence required to be captured is signposted within the Units or that the Units need to be taught separately.

## Evidence Requirements

Assessors and verifiers continue to demonstrate a clear understanding of the Evidence Requirements for the Units within the PDA and in the TAP assessment material used to support this award.

All centres continue to ensure that opportunities for assessment and re-assessment are available to all candidates.

## Administration of assessments

The assessment process at most centres is being supported with ample resources. Realistic workshop facilities were available to candidates.

All Units that are delivered as part of the award are assessed in a logical sequence allowing candidates to be fully prepared for each stage of the assessment process.

At most centres, internal verification continues to be effective and robust, ensuring that all Units delivered within the award are quality assured. Monitoring of assessors' decisions, both from a practical and written perspective, contributed to ongoing assessor development.

There was evidence in the sample of candidates' portfolios that regular supportive and developmental feedback from assessors is being given to candidates. In a few instances, however, this feedback to candidates was ineffective and could be improved upon.

In most cases, effective and supportive internal verification activity within centres ensured that all Units within the award were being quality assured. This process was robust and highly effective in monitoring both practical and written areas of the award and contributed to the development of assessors. However, there were cases where the internal verification process was not being done in an effective manner and these centres were provided with development points on how to improve and amend procedures.

### **Areas of good practice**

Internal verification feedback to assessors was comprehensive — including feedback on assessment decisions and any action points identified for improvement.

EVs found that standardisation meetings were effective and productive, with agendas and minutes highlighting areas for improvement within the award being discussed regularly and actioned.

Internal verification issues identified at centres in the previous report had been addressed and rectified.

### **Specific areas for improvement**

None identified.

# National Qualifications (NQ) Units

Title/levels of NQ Units verified:

NPA Painting and Decorating at Intermediate 2:

F1K9 11 Decorative Painting

F1KA 11 Decorative Treatments

F1KE 11 Paperhanging: Foundation and Plain Paper

F1KG 11 Colour Practice: Painting and Decorating

G8H4 45: NPA Construction Crafts

NPA Painting and Decorating at Intermediate 1:

FIK7 10 Preparing and Painting Surfaces

## **General comments**

Verification visits confirm that centres continue to deliver the above awards with a very clear and concise understanding of the national standards.

The quality and standard of completed written and practical work was very good and met all Unit criteria.

## **Unit specifications, instruments of assessment and exemplification materials**

Centres are very familiar with the content of all the Units being delivered and use the NAB (National Assessment Bank) materials for assessment.

## **Evidence Requirements**

All staff involved in the delivery of the qualifications are occupationally competent and familiar with the Evidence Requirements.

## **Administration of assessments**

Centres are using various ways to administer their assessments, whether it be electronic or paper-based.

Use of NAB materials for assessment is ensuring consistency across centres.

Internal verification procedures are proving to be very robust with centres using IT as a quick way of giving feedback to candidates and staff on performance.

## **Areas of good practice**

Centres are demonstrating good use of IT to adapt NAB materials, resulting in good, effective feedback to candidates, and also a reduction in storage requirements.

Centres are operating a 'Control File' system for sampled Units which provides a comprehensive and smooth handover process to assessors and Internal Verifiers. It also assists the External Verifier (materials are easy to locate).

There is evidence of centres 'stretching' candidates learning by taking the practical content to a higher level of finish, eg tolerances, assessment areas, difficulty/complexity of work, design methods.

## **Specific areas for improvement**

Some assessment materials require signatures, either from assessors or candidates, to ensure quality assurance.