



**Scottish Vocational Qualifications
Internal Assessment Report 2014
Highway Maintenance/
Road Building**

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

SVQ awards

Highway Maintenance/Road Building

General comments

All reports from external verification clearly indicate that the centres visited were very experienced in the delivery of the Highway Maintenance and Road Building awards. Most centre staff have been delivering the awards for years and have a good understanding of the requirements of the national standards.

Assessors and internal verifiers all hold the relevant qualifications, have good experience working in the industry, and have a very clear understanding of the requirements of the national standards.

Unit specifications, instruments of assessment and exemplification materials

From the external verification reports, it is clear that some centres have introduced minor changes into these awards since last year. The External Verifiers have been trying to encourage the other centres to make the same minor changes to their already well prepared portfolios.

The main instrument of assessment used at the centres is the portfolio. The assessor gathers the evidence while monitoring candidates undertaking practical activities. This normally takes place on live sites to generate the requirements of the award. Banks of questions are used to confirm the candidates' underpinning knowledge.

Assessors and internal verifiers have a good knowledge of the requirements of the Unit specifications and the instruments of the assessment.

Evidence Requirements

Centres have a sound knowledge of the Evidence Requirements for the Units. Internal verification evidence confirmed the Unit requirements and award standards were being met in all centres.

Administration of assessments

Centres all have induction procedures for the candidates who want to undertake these awards.

Good constructive feedback is given to all candidates during an assessment and at the end of the assessment. Feedback is also given to the assessors by the internal verifier while monitoring assessments.

Centre staff have been carrying out continuous professional development (CPD) to ensure the requirements of the Assessment Strategy are met.

General feedback

Candidates interviewed during external verification visits were happy with the induction process and with the support provided during the awards. They felt that feedback was always given in a positive manner even if there was point of concern at the completion of a Unit. This helped keep them motivated for further Unit assessments.

Areas of good practice

Centres had put a lot of effort into the preparation of the portfolios and they were well presented.

Staff CPD activities demonstrated that they are keeping up to date with industry changes and meeting the requirements of SQA.

It was good to see centres making some minor changes to the portfolios.

Specific areas for improvement

No areas require improvement at the centres, but centres are encouraged to continue to develop portfolios.