



**Scottish Vocational Qualifications
Internal Assessment Report 2015
Wood Machining**

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 reports confirmed that all centres delivering the SVQ in Wood Machining had a clear and accurate understanding of National Occupational Standards and individual Unit requirements. Centres also had a comprehensive understanding of the demands of the Training and Assessment Programme (TAP) which is used to assess the SVQ in Wood Machining.

Staff at all centres had a firm understanding of how the information obtained from Candidate Records of Evidence from the Workplace (CREWs) and evidence gleaned from Phase Tests supported ongoing candidate development of practical skills, behavioural competences and knowledge.

Unit specifications, instruments of assessment and exemplification materials

Staff at all centres sampled have a thorough knowledge of Unit specification requirements and the requirements of all TAP assessments.

The requirements of industry-devised Units H109 12 Construction Craft Competence Assessment and H10A 12 Construction Crafts Employability Skills were being met effectively by candidates at the centres visited.

At all centres sampled, supportive internal verification activity ensured that all assessments were delivered consistently and effectively by assessors.

Evidence Requirements

All centres have a clear understanding of the evidence requirements of the Wood Machining SVQ Units and their TAPs.

However, at one centre candidate knowledge and practical assessment records were not always signed and dated by the assessor, the candidate, and where appropriate the internal verifier, to meet the evidence requirements of Units and the Construction Industry Assessment Methodology.

Administration of assessments

External verification reporting confirmed that assessments are being administered professionally and robustly. Assessment record keeping and retention of evidence was systematic, with all assessment records and evidence required for external verification being readily available at all centres verified.

One external verifier report noted that candidates needed to spend a little more time on grinding of cutters for the Phase Testing.

General feedback

Candidate discussions with External Verifiers during verification visits confirmed that feedback from practical and knowledge assessments was valued and that candidates had a clear understanding of the purpose of Phase Tests and CREWs required by industry as part of the SVQ delivery.

Areas of good practice

- ◆ Secondary photographic evidence used within candidate portfolios to support the TAP checklists was comprehensive

Specific areas for improvement

- ◆ Candidate knowledge and practical assessment records not being signed and dated by the assessor, the candidate and where appropriate the internal verifier, to meet the evidence authenticity requirements of Units and the Construction Industry Assessment Methodology