Scottish Vocational Qualifications and Higher National Qualifications

Qualification Verification Summary Report 2017

Brickwork

Introduction

Once again there was extensive qualification verification activity throughout 2016–17 for qualification GF22 23 SVQ 3 Trowel Occupations (Construction). In addition, there was a single qualification verification visit for G9PM 47 HN PDA Brickwork at SCQF level 7.

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.

GF22 23 SVQ 3 Trowel Occupations (Construction)
Units verified:

DY0W 04   Erect Masonry Structures
F00F 04   Set Out Masonry Structures
F00B 04   Set Out Complex Masonry Structures
DY0H 04   Erect Complex Masonry Structures
F7A9 04   Confirm Work Activities and Resources for the Work
F7AA 04   Develop and Maintain Good Working Relationships
F7AB 04   Confirm the Occupational Method of Work
FN2J 04   Conform to General Workplace Health, Safety and Welfare
DY0P 04   Erect Masonry Cladding
DY6X 04   Place and Finish Non-specialist Concrete

G9PM 47 HN PDA Brickwork SCQF 7
Units verified:

F8ME 34   Architectural landscape walling
F8MC 34   Arch Construction
F8MD 34   Architectural Feature Work
F8MG 34   External Corners & Piers in Stonework
F8MF 35   Curved walls on plan

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.

(This criterion is completed for regulated qualifications only.)

Qualification verification reports for the SVQ in Trowel Occupations confirmed that assessors and internal verifiers at all centres were competent, were well qualified both vocationally and professionally, and all had extensive industry experience.

Staff at almost all centres undertook and recorded appropriate continuing professional development (CPD) activity to ensure they maintained occupational currency and complied fully with the requirements of the assessment strategy. However, there was insufficient evidence of

recorded CPD activity at more than a few centres. At a few centres, opportunities for staff to undertake vocational CPD to maintain currency was not available.

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 SVQ Trowel Occupations and HN Brickwork qualifications had 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 and there was clear evidence of improvements and enhancements as a result of these reviews. At one centre, the qualification verifier commented that opportunities to capture and record professional discussions that promoted improvements were being overlooked.

Category 3: Candidate support

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

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

At all centres verified, centre processes to support candidate development were being implemented effectively. Additionally, for SVQ programmes, the effective use of candidate records of evidence from the workplace (CREWs) ensured that candidates' experience and learning from the workplace was matched to 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.

At one centre, support included daily access to a 'signer' for a candidate with impaired hearing.

At more than a few centres, diagnostic testing was undertaken by all candidates and where necessary personal learning plans were tailored to individual needs.

At one centre the qualification verification report highlighted that CREWs should be gathered and reviewed throughout the qualification delivery period and not end-loaded as this overlooked review and feedback opportunities.

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

Candidates at all centres received well planned and effective feedback from their assessor on course progression and skills development.

Feedback on completed assessments was very effective at all centres, with assessors confirming what had been achieved and, where necessary, identifying 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 had well established assessment and verification processes and procedures in place.

Qualification verifiers reported that assessors and internal verifiers at almost all centres implemented centre assessment and verification procedures effectively. However, the ineffective implementation of planned internal verification activity was reported at one centre. At another centre, candidates were required to undertaken a full re-assessment paper when the performance level had not been achieved for one section of the knowledge assessment only.

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

Almost all centres continue to use SQA-devised Training and Assessment Programmes (TAPs) to carry out assessment for both the SVQ at SCQF level 6 and the PDA at SCQF level 7 Brickwork qualifications.

The implementation and use of TAPs has again been reported as being effective at almost all centres visited. However, at one centre the qualification verifier reported that learner checks within TAP's practical checklists were not being used effectively to promote reflection of compliance with standards and tolerances.

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

All centres continue to use SQA-devised TAPs materials evidence recording documentation very effectively to confirm individual candidate assessment evidence. Assessment records are signed and dated by the candidate, the assessor and, where appropriate, the internal verifier. Completed practical checklists and photographic evidence further authenticated this evidence.

In the SVQ Trowel Occupations programme, evidence from the workplace by way of CREWs, are signed by industry supervisors to confirm receipt of complementary industrial experience on-site.

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

Assessor judgements were reported as being accurate and consistent at almost all centres delivering the Brickwork at SCQF level 6 and the PDA at SCQF level 7 programmes. Sampled

practical brickwork and knowledge evidence confirmed that candidates were meeting the requirements of units and were achieving national standards at almost all centres.

At more than a few centres, qualification verifiers noted that the high standard of candidate practical brickwork evidence was well above the standard expected of an apprentice.

However, at more than a few centres, qualification verification reports identified inconsistent judgement in relation to:

♦ following SQA-devised marking schedules for knowledge assessments
♦ assessing candidate compliance with health and safety items (use of hard hats) on practical TAPs assessment checklists

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 most cases, 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 report by qualification verifiers

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

♦ a high standard of candidate practical brickwork
♦ support for candidates with impaired hearing
♦ diagnostic testing to identify candidate needs

Specific areas for development

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

♦ continuing professional development activity and records
♦ recording professional discussions to enhance ongoing improvements (2.4)
♦ end-loading the collation and review of CREWs (3.2)
♦ implementation of planned internal verification activity (4.2)

- approaches to re-assessment for knowledge assessments (4.2)
- use of learner checks within practical checklists (4.3)
- adhering to SQA-devised marking schedules for knowledge assessments (4.6)
- assessing candidate compliance with health and safety items (use of hard hats) on practical TAPs checklists