



**Scottish Vocational Qualifications**

**Qualification Verification Summary Report 2017**

**Wall and Floor Tiling**

## Introduction

There was a single qualification verification visit during 2016–17 for qualification GF23 23 SVQ level 3 Wall and Floor Tiling (Construction). The qualification verification report was very positive and there was clear evidence that this qualification is being delivered in a very professional and effective manner at the centre visited.

### **GF23 23 SVQ 3 Wall and Floor Tiling (Construction)**

Units verified:-

DY76 04	Prepare Backgrounds for Tiling
DY9E 04	Tile Wall and Floor Surfaces
DY9D 04	Produce Tiled, Mosaic and Stone Surface Finishes
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
DY3K 04	Lay Sand and Cement Screeds

## 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 reporting for the SVQ in Wall and Floor Tiling confirmed that the assessor and internal verifier were competent, were well qualified both vocationally and professionally and had extensive industry experience. Staff 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.

**Criterion 2.4: There must be evidence of initial and ongoing reviews of assessment environments; equipment; and reference, learning and assessment materials.**

The single centre visited for the SVQ Wall and Floor Tiling qualification 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 and professionally and there was clear evidence of enhancements resulting from these reviews. The qualification verifier commented that the newly developed Blog provided candidates with updates on sustainability and citizenship to support the assessment of Generic Units.

## Category 3: Candidate support

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

The centre had well established processes and procedures in place to allow candidate development needs to be identified and ensure that the appropriate support was provided.

The support for candidate development was being implemented effectively. Additionally, the effective use of Candidate Record of Evidence from the Workplace (CREWs) ensured that candidates' experience and learning from the workplace was matched to unit requirements. In discussion with the assessor, candidates could identify and discuss areas of the qualification that they needed to improve and develop. Diagnostic testing was undertaken when required by candidates and where necessary, Personal Learning Plans were developed to individual needs.

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

Candidates received well planned and effective feedback from their assessor on course progression and skills development. Feedback on completed assessments was very effective with the assessor confirming what has been achieved and where necessary, identifying areas for improvement or skills development. Feedback also related to 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.**

The centre had well established assessment and verification processes and procedures in place. The qualification verifier reported that the assessor and internal verifier implemented centre assessment and verification procedures professionally, consistently, and robustly.

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

The centre continue to use SQA devised Training and Assessment Programmes (TAPs) effectively to carry out assessment for Wall and Floor Tiling SVQ delivery. The implementation and use of TAPs has again been reported as being very professional, thus ensuring that assessments in use are valid, reliable, practicable, equitable and fair.

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

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

In the Wall and Floor Tiling SVQ programme, evidence from the workplace/Candidate Record of Evidence from the Workplace (CREWs) are signed by industry supervisors to confirm receipt of complimentary industrial experience on-site.

The centre continues to develop and refine electronic portfolios which are used daily with workshops to capture evidence of competence.

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

Assessor judgement was reported as being accurate and consistent at the centre delivering the SVQ Wall & Floor Tiling programme. Sampled practical work and knowledge evidence confirmed that candidates were meeting the requirements of units and were exceeding national standards

**Criterion 4.7: Candidate evidence must be retained in line with SQA requirements.**

Qualification verifiers reported that the single centre continues to retain candidate evidence and assessment records in line with SQA requirements. Centre retention policies exceeded SQA requirements. The centre complied fully with Qualification Verification Visit Plan requirements in relation to candidate evidence sampling.

**Criterion 4.9: Feedback from qualification verifiers must be disseminated to staff and used to inform assessment practice.**

The centre had clear policies and procedures in place for the dissemination of information from qualification verifiers to assessors and internal verifiers. Staff at the centre implemented centre procedures effectively and there was good evidence of improvements and enhancements being taken to develop assessment practice.

**Areas of good practice reported by qualification verifiers**

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

- ◆ Newly developed candidate blog
- ◆ Electronic portfolio development

**Specific areas for development**

No area for development was reported during session 2016–17 for this verification group and qualification.