



**Assessment Strategy and Guidance
for:**

**Award in Principles and Practice of the
Cremation Process**

Group Award Code: GP3N 45

**Award in Principles and Practice of the
Cremation Process (Refresher)**

Group Award Code: GP3P 45

**Scottish Credit Qualification
Framework (SCQF level 5)**

Validation date: 19 October 2018

Date of original publication: November 2018

Version: 01

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Award structure

On completion of this award the learner will be able to understand the cremation process from the arrival at the crematorium to the hand-over of ashes after the process/service has been completed. The award is not designed to prepare learners to carry out the process unsupervised but purely offers a grounding in the principles of cremation and the relationship with service users. To achieve this learners will be introduced to legislation, good practice and industry operations and, on completion should be able to demonstrate a rudimentary understanding of the entire cremation process.

It is essential that the learner completes the training unit and then to ensure currency within the sector the learner can complete the refresher unit. This will be determined by the centre.

Unit code	Unit title	SCQF credit value	SCQF level	SCQF credit points
J1FB 45	Principles and Practice of the Cremation Process	.75	5	3
J1FC 45	Principles and Practice of the Cremation Process (Refresher Unit)	.25	5	1

General information

The purpose of this award is to provide an introduction to cremation for new employees and those employees from out with the core bereavement service who may be required to assist from time to time, eg times of increased business. The award also offers senior management the opportunity to understand the basics of cremation, this meets one of the recommendations of the Scottish Government's National Cremation Committee. The introductory nature of this award means that each crematorium will have the capacity to facilitate this tutorial.

In simple terms the *Principles and Practice of Cremation* can be described as a 'walk through' of the process. Based on the relevant legislation and the good practice already in place the training will cover the process from the arrival of the cortege to the disposal of ashes. Where applicable the award will include a discussion on the elements of Mercury Abatement Plant and, in any case, learners will be able to describe the legislation and methods used to address the associated environmental factors. The course focusses on the legislative controls as well as other key factors such as ensuring the identity of the deceased throughout the process. These are covered under the following four headings:

- 1 Legislation relevant to cremation/abatement process.
- 2 Cremation process.
- 3 Retrieval, reduction and disposal of ashes.
- 4 The role of crematorium chapel/service room personnel.

Headings 1–4 must include the following elements of the process:

- ◆ Individual crematorium procedures
- ◆ A broad working knowledge of relevant legislation and regulations relating to the conduct of cremations and completion of required documentation
- ◆ Specific workplace policies and procedures regarding cremation
- ◆ Operating and maintenance requirements of relevant tools and equipment
- ◆ Professional funeral services industry parameters in dealing with the deceased and the bereaved

In delivering this award each SQA approved centre will need to have access to an operational crematorium and all the elements of the operation as described in the four headings on page 1 under 'General information'. In respect of Mercury Abatement, learners should be aware of the process and also the alternative methods to complying with the environmental legislation.

Roles and responsibilities for this award

The effective delivery of this award will require, at a minimum, one trainer, one assessor and one internal verifier. SQA will provide external quality assurance of the award.

External verification is part of SQA's quality assurance process designed to ensure that a centre's assessment approach and assessment judgements are valid, reliable and meet national standards

SQA has a robust quality assurance system in place. Quality and consistency of assessment will be ensured through the use of competent external verifiers visiting centres.

The associated professional organisations Institute of Cemetery and Crematorium Management and Federation of Burial and Cremation Authorities (ICCM and FBCA) provide valuable and detailed training packages for the full scope of the cremation process. It would be beneficial but not a requirement for trainers and assessors to, at least, be aware of these packages and understand their context. It is accepted that the same person may perform both the trainer and assessor roles, providing the occupational knowledge and competence for the cremation process are met.

The number of courses delivered may impact on the number of trainers, assessors and internal verifiers required at each centre.

The knowledge, skills and experience requirements for the trainer and assessor are generally attained through occupational rather than academic sources, these are specified separately. This is based on the premise that there is no existing statutory standards defined for cremation training.

Individuals undertaking these roles must be occupationally competent. Demonstrable evidence may be in the form of:

- ◆ A proven history of service provision for a least 5 years
- ◆ Holds daily responsibility for the cremation process
- ◆ A current and valid cremation process certificate (ICCM CTTS — Cremation Technician Training Scheme or equivalent)
- ◆ Evidence of having supervised no less than 50 cremations over a 12 month period ideally of which two should be infants/babies.
- ◆ Evidence of cremation training/assessment.
- ◆ Evidence of continuous professional development within the sector

Assessment Strategy and Guidance for:

GP3P 45, Award in Principles and Practice of the Cremation Process (SCQF level 5)

GP3N 45, Award in Principles and Practice of the Cremation Process (Refresher) (SCQF level 5)

Trainer, assessor, internal verifier, external verifier

Additional information for trainers and assessors

Training and assessing can be carried out by the same person or by different individuals.

There are a number of nationally recognised vocational trainer, assessor and verifier qualifications available for those roles. Appendix 1 details qualifications that are acceptable for assessing these units.

Where employers have their own assessment centres they may train their trainers and assessors according to their own standards rather than achieving any formal assessor and verifier qualifications.

In all situations however it is imperative that assessors and verifiers meet the occupational competency requirements specified in the assessment strategy/principles that support the qualification.

Internal verifier

Internal verifiers must also have the required up to date occupational experience and/or subject understanding and, where stipulated, relevant qualifications and CPD.

A relevant qualification in verification would be best practice but is not essential. Appendix 1 details qualifications that are acceptable for internally verifying these units, although this is not an exhaustive list:

In addition, the internal verifier should carry out pre-delivery checks on the instrument of assessment to be used. This may include both SQA and centre devised instruments of assessment. The internal verifier will ensure these adhere to the assessment principles and the unit specification requirements. Learner evidence must be monitored to ensure assessment judgments are valid, accurate current and sufficient. These and other centre internal verification outcomes should be set out in an Internal Verification Report and discussed at regular standardisation meetings.

External verifier

The external verifier will have working knowledge of the requirements of this award and the role of trainer/assessor/internal verifier. The external verifier may observe the quality standards of training delivery and assessment of learners during annual visits. The external verifier will carry out approval and external verification visits. These external activities should ensure consistency of delivery, assessment and internal verification of the *Principles and Practice of the Cremation Process*.

Scottish Qualifications Authority uses a risk-based approach to meeting requirements for quality assurance. This should be reflected in each centre's Internal Verification Policy and Procedures. Each trainer/assessor should have a minimum of one observation per year. The centre's internal verification policy should identify risk factors that would trigger additional observations.

Delivery, assessment and quality assurance

Governance

Centres must have a copy of the most up to date *Assessment Strategy and Guidance for Principles and Practice of the Cremation Process* and be working to the standards required. It is the responsibility of centres delivering this award to ensure all trainers, assessors and internal verifiers meet the occupational knowledge and competence as noted prior to fulfilling the role of trainer, assessor and internal verifier. Centres must ensure that everyone involved with this award has current cremation process knowledge and are working to current legislation. It is the centre's responsibility to ensure trainers, assessors and internal verifiers keep up to date with the standards required of their role. Trainers, assessors and internal verifiers will evidence this through the recording of appropriate CPD activities and the impact of this on their professional development.

To uphold competent standards of cremation process, the Scottish Qualifications Authority highly recommends that all centres ensure compliance with the current legislation by regular monitoring of the relative Scottish Government publications and make use of other publications, provided they are supported by a responsible body of opinion.

More information can be found in the SQA Guide to Assessment Publication Date: August 2017, Publication Code: AA4147 (August 2017).

Training equipment

Centres should ensure they have the correct equipment to effectively deliver this award. There should be enough equipment to ensure compliance with the current Burial and Cremation (Scotland) Act and the Pollution Prevention Control Directives and to cover all learning outcomes and assessment criteria identified in the unit specifications (Appendix 3). The training equipment should be sufficient to support the maximum ratio of four learners to one trainer.

Training equipment and resources may include the following:

Resource	
Cremator (gas or electrically powered)	A functioning cremator to include: <ul style="list-style-type: none">◆ Transfer Trolley◆ Charging Bier◆ Cremation Rakes◆ Ash Transfer Vessels◆ Ash Reduction Plant (Cremulator)◆ Ash Transfer Station◆ Cremation Urns
Transfer equipment	Transfer Trolley — manual or electrical

Resource	
Chapel/Service Room	An appropriate room to receive coffins and where applicable allow mourners to facilitate the service of their choice, this should include: <ul style="list-style-type: none"> ◆ A Catafalque ◆ Some form of musical accompaniment, eg organ, CD Player, downloadable music service ◆ A method for 'Committal', eg curtain, lift
Welfare/Hygiene	Sufficient facilities must be in place to ensure learners have access to hand washing facilities and, where necessary, an appropriate area to change from formal chapel wear to operational dress.
Dispersal area (Optional)	An area in the crematorium grounds for the sensitive dispersal of ashes.

Duration and delivery of training

The minimum duration of contact hours (time set aside for direct training and assessing excluding breaks) for this award is 21 hours. These can be delivered over a minimum of 3 days or a maximum of 4 weeks with a minimum of 3 hours per session. In addition up to 9 self-directed learning hours may be included. Please see table below:

Qualification	Minimum contract hours	Minimum days	Maximum weeks	Minimum session	Learner/Trainers ratio	Refresher unit available	Self-directed learning
Principles and Practice of the Cremation Process	21	3	4	3 hours	4.1	Yes	Up to 9 hours

Assessment

Instruments of assessment

It is the centre's responsibility to ensure they have Instruments of Assessment that meet Scottish Qualifications Authority's principles by being valid, reliable, equitable and fair. Centres should be familiar with these principles and make use of them when constructing appropriate Instruments of Assessment for the award. Centres may find it useful to refer to *Scottish Qualifications Authority's Guide to Assessment* — August 2017,

The centre should make use of appropriate methods of assessment. These are likely to include direct observation, short answer questions and/or multiple-choice questions. The unit specifications (Appendix 3) identify the assessment criteria that must be assessed using practical demonstration and underpinning knowledge, questioning.

While devising Instruments of assessment the centre may wish to take a more holistic approach and integrate some underpinning knowledge questions during the practical assessment.

The unit specification assessment criterion must be appropriately recorded for quality assurance purposes. An observation checklist that details key areas being assessed can evidence the practical demonstration. The knowledge related part of the assessment criteria could be carried out using multiple choice questions, oral questioning, short answer questions and/or use of case studies. The centre must provide written and or oral evidence of the learner's answers.

It is strongly recommended that Instruments of assessment developed by the centre be submitted to Scottish Qualifications Authority for prior verification. Prior verification is a free service offered to centres that devise their own summative assessments, or that significantly change Scottish Qualifications Authority's assessments to suit their particular local needs. The service gives centres additional confidence that their proposed assessment is fit for purpose and meets national standards.

Requirements for assessment

The internal verifier must verify the instruments of assessment prior to being used by the trainer/assessor. Evidence of internal prior verification must be recorded.

In principle there are three primary elements to the cremation process and therefore the assessment falls easily into three 'packages', ie the service room (or chapel) process, cremation and disposal of ashes. The specific requirements for assessment in each of these elements can be described as follows:

Service room (sometimes referred to as the chapel)

Each centre must have the capacity to receive coffins/deceased in a formal manner, eg as part of a funeral cortege. In terms of assessment the learners/trainers/assessors will be in a position to demonstrate the reception of the coffin. It is during this process that the learner/trainer/assessor can demonstrate or assess the verification of the identity of the deceased and support this initial and essential element which follows the entire process. The service room environment provides the trainer/assessor with the opportunity to observe the learners capacity to manage this often emotional stage.

Cremation

During this stage there are key elements where the learners can demonstrate technical requirements on how the process complies with the legislation and how to generate documentary evidence to support this. There is nevertheless a significant element at this stage of the process which supports a constructive approach to training and assessment e.g. the transfer of the coffin to the cremator, charging of the coffin, ceasing the process and raking down, etc.

Disposal of ashes

At the final stage of the process, the relevance of identity of the deceased remains the single most relevant part of assessment. This can be dependent on the actual instruction and, in that, trainers/assessors have an important opportunity to confirm the learners understanding during this process.

The use of question and answers, group activities and self-assessment tools offer a useful method to ensure understanding throughout each of the elements.

Where the trainer/assessor is the same person, it would be expected that assessment may take place at any time during the delivery of the award. It does not need to be completed as a final assessment unless this is a requirement of the centre. However, the learner must be aware that summative assessment is taking place.

The assessor will provide remediation/or reassessment as appropriate where the learner has not successfully achieved all of the assessment criteria. This may include additional oral questioning and/or the use of a new and unseen instrument of assessment. The assessor will use their professional judgement in identifying the most appropriate means of re-assessment. It is likely the amount of re-assessment required will impact this decision. All recorded evidence of assessment and reassessment must be available for internal and external verification, as required.

Centres will demonstrate standardisation of assessment judgements/decisions across all assessors and internal verifiers. This can be achieved through the development of a detailed Marking Guide providing exemplar answers to questions set within the Instrument of Assessment/s. This can be monitored at centre standardisation activities.

Internal quality assurance

The internal verifier should work to the requirements of their role as identified previously in the Roles and Responsibilities Section.

Whilst there is no specific regulatory requirement for cremation training the need for consistency across centres is, nonetheless, essential.

The annual observation completed by the internal verifier could include:

- ◆ Evidence of effective planning and delivery of training
- ◆ Adapting learning materials to meet the needs of learners
- ◆ Adapting flexibly to the needs of the learner
- ◆ Engaging appropriately with the learner
- ◆ Effectiveness of assessment methods and decisions
- ◆ Effective and positive methods of providing feedback to the learner
- ◆ Appropriate recording of all course requirements
- ◆ Effective use and safety of first aid and technical equipment

Internal Verifiers will record the outcomes of the observation and provide a copy to each trainer/assessor and other centre personnel as appropriate

Retention of records

The centre should retain the following:

- ◆ Learner details
- ◆ Dates for courses delivered
- ◆ Trainer/assessor who taught and assessed each course
- ◆ Assessment outcome for each learner
- ◆ Site selection checklists if delivered in sites outwith the centre
- ◆ Learner evidence as per SQA and Centre Retention Policy

Centres are required to retain learner assessment evidence for/until the qualification verification visit. This may be physical evidence or records of the evidence (where the evidence is ephemeral).

Requalification

Learners who have achieved unit J1FB 45, to ensure their currency can complete the refresher unit J1FC 45. Learners must have previously achieved unit J1FB 45 before undertaking the refresher unit, and need only to assist in one cremation when completing the refresher unit. However, learners who are continuously employed may not require the refresher unit but it is available if required.

Learners permanently employed in the delivery of the cremation process would normally progress to attain the more involved industry standard Cremation Technician Training Scheme and/or Training and Examination Scheme for Technicians (CTTS, TEST, etc.)

Progression

Whilst there is no affiliation of this training to the associated industry Professional Organisations, the Institute of Cemetery and Crematorium Management (ICCM) and the Federation of Burial and Cremation Authorities (FBCA), completion of this qualification will form an understanding of the principles of the cremation process which may complement the schemes provided by the ICCM (CTTS) and FBCA (TEST) and may enable the learner to progress within the industry.

Appendix 1: Qualifications suitable for trainers assessors and internal quality assurance personnel

This list is **not exhaustive** but provides a guide to acceptable training, assessing and internal verification qualifications:

Current Assessor/Verifier Units

Standard	Unit code	Unit	SCQF level	SCQF credit	Group award code
L&D9D	FD40 04	Assess Workplace Competence Using Direct Methods	7	8	GA28 47
L&D9DI	FD41 04	Assess Workplace Competence Using Direct and Indirect Methods	8	10	GA2E 48
L&D11	FD43 04	Internally Monitor and Maintain the Quality of Workplace Assessment	8	12	GA2F 48
L&D12	FD44 04	Externally Monitor and Maintain the Quality of Workplace Assessment	9	12	GA2G 49

Professional Development Awards

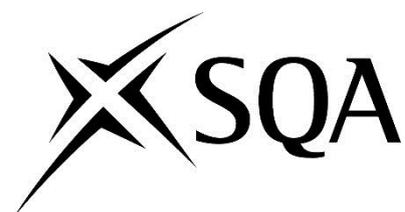
PDA title	PDA code		SQA unit code	SCQF level	SCQF credit
Conduct the Assessment Process	GF8P 48	Conduct the Assessment Process	H290 35	8	8
Conduct the Internal Verification Process	GF8R 48	Conduct the Internal Verification Process	H291 35	8	8
PDA in Training and Delivery for Delivery Groups	GL16 47			7	
Workplace Coaching	GK7E 47			7	20

Appendix 2: Qualifications suitable for External Quality Assurance

This list is **not exhaustive** but provides a guide to acceptable external verification qualifications:

L&D Unit 12 Externally Monitor and Maintain the Quality of Workplace Assessment SCQF level 9 (Scottish Qualifications Authority Accredited)
Regulated qualifications based on the Learning and Development NOS 12 Externally Monitor and Maintain the Quality of Assessment
Level 4 Award in the External Quality Assurance of Assessment Processes and Practice
Level 4 Certificate in Leading the External Quality Assurance of Assessment Processes and Practice
Conduct External Verification of the Assessment Process SCQF level 9 (Scottish Qualifications Authority Unit)
V2 Conduct External Quality Assurance of the Assessment Process or D35 Externally Verify the Assessment Process
Externally Verify the Assessment Process SCQF level 9 (Scottish Qualifications Authority Unit)

Appendix 3: Unit Specifications



Unit title	Principles and Practice of the Cremation Process
SQA code	
SCQF level	SCQF level 5
SCQF credit points	3

History of changes

Publication date: XXXX 20XX

Version: completed by SQA

Version number	Date	Description	Authorised by

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Title		Principles and Practice of the Cremation Process	
Learning outcomes		Assessment criteria	
The learner will:		The learner can:	
1	Know relevant legislation applicable to the cremation process.	1.1	Identify the legislation relevant to cremation including pollution prevention control.
		1.2	Explain the importance of maintaining the correct identity of the deceased.
		1.3	Illustrate an awareness of the Health and Safety Legislation and the safe systems of works in respect of cremation.
		1.4	Give examples of what information is required and available to ensure the identity of the deceased is maintained throughout the process.
		1.5	Describe examples of the documentation specific to the cremation process.
2	Be able to assist with the cremation process.	2.1	Identify the differences between an adult and Infant/baby cremation.
		2.2	Maintain the temperatures in all the relative elements of the equipment throughout the process.
		2.3	Demonstrate what constitutes the end of each cremation.
		2.4	Use the appropriate documentation to maintain the identity of the deceased.
		2.5	Use the relevant safe methods/systems of work in respect of the cremation process.
		2.6	Explain the reporting processes in respect of environmental and operational legislation.

Title		Principles and Practice of the Cremation Process	
Learning outcomes		Assessment criteria	
The learner will:		The learner can:	
3	Be able to retrieve, reduce and dispose ashes.	3.1	Identify ashes in accordance with legislation.
		3.2	Demonstrate the safe removal of all material from the cremator.
		3.3	Use the cremulation equipment to reduce ashes.
		3.4	Use the appropriate documentation to maintain the identity of the deceased.
		3.5	Collect and remove metal arisings prior to cremulation/reduction of ashes.
		3.6	Apply the process for the packaging, labelling, and disposal of ashes.
4	Understand the role of crematorium chapel or service room personnel.	4.1	Identify the associated personnel involved in the chapel service.
		4.2	Describe the process for identifying the deceased.
		4.3	Describe examples of different social and cultural requirements of service users.
		4.4	Explain the use of ancillary equipment used in the chapel or service.
		4.5	Give examples of how to deal with unplanned events which may occur from time to time during the chapel service.

Additional information about the unit
Unit purpose and aim(s)
<p>This unit sets out to provide the opportunity for learners to develop knowledge and practical skills in the operation of cremation equipment and associated materials applied in the delivery of the cremation service. The unit will explore the statutory and relative legislation offering learners a basic understanding of the parameters in which the industry operates. Learners will also learn how to work effectively and safely alongside others in a shared working environment and to appreciate the importance of operating safely and efficiently as well as developing skills in working with the bereaved and a range of the related professional agencies.</p> <p>On successful completion of this unit learners will have a clear knowledge and have the capacity to demonstrate a basic level of competency in the following aspects:</p> <ul style="list-style-type: none"> ◆ Legislation relevant to cremation/abatement process ◆ Cremation process ◆ Retrieval, reduction and disposal of ashes ◆ The role of cremation chapel/service room personnel
Details of the relationship between the unit and relevant national occupational standards (if appropriate)
N/A
Details of the relationship between the unit and other standards or curricula (if appropriate)
<p>This unit offers access to a basic understanding of the cremation process and practice and can furnish the learner with the knowledge to assist in all elements of cremation and allow learners to assist with the process under supervision. Whilst there is no affiliation of this training to the associated industry Professional Organisations, the Institute of Cemetery and Crematorium Management (ICCM) and the Federation of Burial and Cremation Authorities (FBCA), completion of the unit will form an understanding of the principles of the cremation process which may complement the schemes provided by the ICCM (CTTS) and FBCA (TEST).</p>
Assessment requirements specified by a sector or regulatory body (if appropriate)
<p>To complete this unit as a minimum requirement learners must have assisted with at least three complete cremations.</p>

Assessment (evidence) requirements

Written and/or recorded oral evidence produced either on or off-the-job is required for the following:

Outcomes 1 and 4

Performance evidence in the workplace is required for the following:

Outcomes 2 and 3

This could be achieved through the observation of learners undertaking practical exercises.

Guidance on instruments of assessment

Performance evidence can be generated by practical exercises.

Short answer written questions and/or oral interview could be used for the other outcomes and assessment criteria.



Unit title	Principles and Practice of the Cremation Process (Refresher)
SQA code	
SCQF level	SCQF level 5
SCQF credit points	1

History of changes

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Title	Principles and Practice of the Cremation Process (Refresher)	
Learning outcomes	Assessment criteria	
The learner will:	The learner can:	
<p>1 Know relevant Legislation applicable to the cremation process.</p>	<p>1.1 Identify the legislation relevant to cremation including pollution prevention control.</p> <p>1.2 Explain the importance of maintaining the correct identity of the deceased.</p> <p>1.3 Illustrate an awareness of the Health and Safety Legislation and the safe systems of works in respect of cremation.</p> <p>1.4 Give examples of what information is required and available to ensure the identity of the deceased is maintained throughout the process.</p> <p>1.5 Describe examples of the documentation specific to the cremation process.</p>	
<p>2 Be able to assist with the cremation process.</p>	<p>2.1 Identify the differences between an adult and Infant/baby cremation.</p> <p>2.2 Maintain the temperatures in all the relative equipment throughout the process.</p> <p>2.3 Demonstrate what constitutes the end of each cremation.</p> <p>2.4 Use the appropriate documentation to maintain the identity of the deceased.</p> <p>2.5 Use the relevant safe methods/systems of work in respect of the cremation process.</p> <p>2.6 Explain the reporting processes in respect of environmental and operational legislation.</p>	

Title	Principles and Practice of the Cremation Process (Refresher)	
Learning outcomes	Assessment criteria	
The learner will:	The learner can:	
<p>3 Be able to retrieve, reduce and dispose ashes.</p>	<p>3.1 Identify ashes in accordance with legislation.</p> <p>3.2 Demonstrate the safe removal of all material from the cremator.</p> <p>3.3 Use the cremulation equipment to reduce ashes.</p> <p>3.4 Use the appropriate documentation to maintain the identity of the deceased.</p> <p>3.5 Collect and remove metal arisings prior to cremulation/reduction of ashes.</p> <p>3.6 Apply the process for the packaging, labelling, and disposal of ashes.</p>	
<p>4 Understand the role of crematorium chapel or service room personnel.</p>	<p>4.1 Identify the associated personnel involved in the chapel service.</p> <p>4.2 Describe the process for identifying the deceased.</p> <p>4.3 Describe examples of different social and cultural requirements of service users.</p> <p>4.4 Explain the use of ancillary equipment used in the chapel or service.</p> <p>4.5 Give examples of how to deal with unplanned events which may occur from time to time during the chapel service.</p>	

Additional information about the unit
Unit purpose and aim(s)
<p>This unit sets out to provide the opportunity for learners to develop knowledge and practical skills in the operation of cremation equipment and associated materials applied in the delivery of the cremation service. The unit will explore the statutory and relative legislation offering learners a basic understanding of the parameters in which the industry operates. Learners will also learn how to work effectively and safely alongside others in a shared working environment and to appreciate the importance of operating safely and efficiently as well as developing skills in working with the bereaved and a range of the related professional agencies.</p> <p>On successful completion of this unit learners will have a clear knowledge and have the capacity to demonstrate a basic level of competency in the following aspects:</p> <ul style="list-style-type: none"> ◆ Legislation relevant to cremation/abatement process ◆ Cremation process ◆ Retrieval, reduction and disposal of ashes ◆ The role of cremation chapel/service room personnel
Details of the relationship between the unit and relevant national occupational standards (if appropriate)
N/A
Details of the relationship between the unit and other standards or curricula (if appropriate)
<p>This unit offers access to a basic understanding of the cremation process and practice and can furnish the learner with the knowledge to assist in all elements of cremation and allow learners to assist with the process under supervision. Whilst there is no affiliation of this training to the associated industry Professional Organisations, the Institute of Cemetery and Crematorium Management (ICCM) and the Federation of Burial and Cremation Authorities (FBCA), completion of the unit will form an understanding of the principles of the cremation process which may complement the schemes provided by the ICCM (CTTS) and FBCA (TEST).</p>
Assessment requirements specified by a sector or regulatory body (if appropriate)
<p>Learners must have previously achieved unit XXXX XX before undertaking this unit, and need only to assist in one cremation. For further information see relevant group award specification document</p>

Assessment (evidence) requirements

Written and/or oral evidence produced either on or off-the-job is required for the following:

Outcomes 1 and 4

Performance evidence in the workplace is required for the following:

Outcomes 2 and 3

This could be achieved through the observation of learners undertaking practical exercises.

Guidance on instruments of assessment

Performance evidence can be generated by practical exercises.

Short answer written questions and/or oral interview could be used for the other outcomes and assessment criteria.