



Higher National and Scottish Vocational Qualifications

Qualification Verification Summary Report 2019

Plastering Occupations

Verification group: 173

Introduction

There was extensive qualification verification activity throughout 2018–2019 for qualification SVQ Level 3 Plastering Occupations GF1T 23 and GM7X 23. 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.

GF1T 23 SVQ 3 (SCQF level 6) Plastering (Construction)

Work-based evidence was verified through e-portfolios, paper-based portfolios and knowledge evidence gathered from the PDA.

First and second year evidence was in the format of photographic evidence, video evidence, personal statements, site induction evidence, witness testimonies (only a very small handful were used), professional discussions and knowledge-based evidence gathered from site and relayed through personal statements and professional discussions. All other knowledge evidence was collated through the PDA SCQF level 6 assessments and class work carried out at college.

No set units can be verified because candidates can only gather evidence when it becomes available on site. With this being the case, all external verifiers were trained to verify evidence from the workplace. PDA knowledge-based units were verified along with all work-based evidence the candidates submitted.

For third and fourth year candidates, we still had to verify the phase test (H109 12) and Candidate Record of Evidence from the Workplace (CREW).

External verification was also carried out for skills testing. These were separate visits. Unit number B664 04 covered all trades for candidates who started before 2017. The new code, for candidates who started after 2017 is HN3D 04. All skills tests were carried out to a good standard.

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.

Qualification verification reports for the SVQs in Plastering confirmed that assessors and internal verifiers at all centres were competent, well qualified, or working towards qualifications for their vocation. All staff had extensive industry experience.

Expert witnesses were required for skills testing and had to be trade specific and competent. All centres managed to recruit appropriate competent expert witnesses.

One centre had no recognised qualified internal verifier, due to a staff member leaving half way through the session. This was highlighted during the external verification visit. Staff were working towards the qualification.

All staff undertook and recorded appropriate continuing professional development (CPD) activity. Some centres undertake CPD almost on a monthly basis, as requested by their line manager. This helps to ensure staff maintain academic and occupational currency and comply 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.

All centres visited for the SVQs in Plastering have effective ongoing processes and procedures in place to review accommodation, assessment procedures, equipment, learning resources and assessment materials. As almost all of the practical evidence is gained on site, the assessment environments are the same.

Due to the standards set on sites by the NHBC, BS and the input from the Health and Safety Executive, all materials meet SQA requirements.

Category 3: Candidate support

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

Inductions are carried out on the first day of training and almost all centres undertake diagnostic testing within the first three weeks. Centre staff discuss at induction prior learning and/or achievements. This allows centres to gauge whether or not additional learning assistance is required, or if the candidates have carried out some of the course work prior to attending college/centre.

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

Additionally, for SVQ programmes, portfolios in the workplace are in place for assessors to assess and internally verify. For third and fourth year apprentices, CREWs are still being used to ensure that candidates' experience and learning from the workplace is matched to unit requirements.

In almost all centres, assessors have regular discussions with candidates around what is required from the site and identify and discuss areas of the qualification that they needed to improve and develop.

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

Almost all centres visited had carried out some form of feedback to the candidates regarding assessment decisions. Most feedback was very well structured with an assessment or future plan put in place for the candidate to follow. Very few centres had not produced an assessment plan.

Feedback to candidates was almost always positive. Some centres encouraged candidates to elaborate on their site evidence. This written evidence from candidates was in the form of work-based diaries, job cards, time sheets etc. Almost all assessors were clear in their feedback as to what had been achieved and what was still outstanding. Feedback related to both specialist and generic unit competences.

The frequency of contact was mostly based around candidates' college block attendance. One centre gave very little feedback to the candidates, and did not have any one-to-one conversations regarding progression etc. This was highlighted by the external verifier who requested a revisit.

Category 4: Internal assessment and verification

Criterion 4.2: Internal assessment and verification procedures must be implemented to ensure standardisation of assessment.

Almost all centres had well established assessment and verification processes and procedures in place.

Qualification verifiers' reports stated that almost all centres' assessors and internal verifiers implemented their centre's assessment and verification procedures effectively.

Very few centres were recommended to be more vigilant with the process to ensure procedures are followed and one centre delivering the plastering qualification had to have a revisit due to no candidate portfolio, very little assessing and no internal verification (IV) carried out.

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

All centres continue to use SQA's most up-to-date framework — Training and Assessment Programme (TAP) for the knowledge evidence of the SVQ. As this is current practice for all trades to carry out knowledge assessing, it ensures all assessing instruments are valid, reliable, practicable, fair and equitable for all candidates.

All practical work-based (on-site) evidence generated from site has to be mapped to the National Occupational Standards (NOS). Candidate portfolios all have the criteria from the NOS relating to the plastering occupations. Candidates must gather evidence for all of the criteria.

Almost all SVQ centres have a portfolio in place with all the NOS criteria listed. This helps ensure all assessing instruments are valid, reliable, practicable, fair and equitable for all candidates' practical work-based evidence.

Very few centres have not developed a document to help with the recording of the PDA questions.

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

As centres are using TAPs to carry out the knowledge-based assessments for plastering, the assessment environment is in line with SQA requirements. The assessments sheets require the signature of candidates, assessor and sometimes an internal verifier within the feedback pages. This helps to clarify it is the candidates own work.

Almost all practical work-based evidence has the candidate's photo, video or signed evidence from or relating to the candidate. The evidence found in all centres clarified that this process is taking place.

Very few centres have not been giving candidates feedback relating to the evidence they have generated.

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

Assessment judgements have been reported as being accurate and consistent at almost all centres that undertook the qualification verification process.

Practical (on-site) and knowledge-based evidence that had been completed and assessed confirmed that candidates were meeting the requirements of units and the NOS.

One centre received an amber rating, as they did not have an IV plan in place, and no IV activity had been carried out. The external verifier gave the centre the chance to rectify this and rescheduled a return visit. More evidence had been collated which had all been assessed.

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

All centres continue to retain candidate evidence and assessment records in line with SQA requirements. In almost every centre the retention policy 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 reported by qualification verifiers

The following good practice was reported during session 2018–19:

- ◆ skills testing was carried out to a high standard

Specific areas for development

The following areas for development were reported during session 2018–19:

- ◆ centre to provide candidates with portfolio to record:
 - PDA knowledge evidence
 - work-based evidence
- ◆ work-based evidence submitted by candidates to be assessed
- ◆ candidates to receive feedback from assessors
- ◆ assessors to complete assessment plan for candidates
- ◆ centre to produce IV plan and start recording IV activity
- ◆ assessors, internal verifiers and external verifiers are concerned that candidates will find it difficult to complete the SVQ, as some of the fibrous work and three-coat work will be extremely hard for them to gather