



**SVQ, NPA and PDA**

**Qualification Verification Summary Report 2019**

**Bricklaying SVQ and NQ**

**Verification group 171**

## Introduction

Almost all SQA centres delivering SVQ and PDA qualifications in Bricklaying in 2018–19, continued to make good progress with the transition to assessing SVQ candidate evidence of competence from the workplace. Knowledge evidence continued to be assessed through the delivery of the PDA in Bricklaying. Centres again delivered two SVQ qualifications in 2018–19. Candidates registered in 2017 and 2018 undertook the new SVQ, while candidates registered prior to August 2017 continued with the old SVQ qualification.

To support centre staff in making this transition, SQA again provided centres with extensive support throughout the academic year. Almost all centres received three 'Centre Support Visits' over the academic session involving Senior External Verifiers and External Verifier developing staff's skills in assessing evidence from the workplace.

The centre also delivered CITB Industry Skills Tests for all candidates completing in June 2019.

## National Qualifications

|         |   |
|---------|---|
| F1JS 10 | Half Brick Walling                                |
| F1JX 11 | Cavity Walling                                    |
| F1K5 11 | Block Walling                                     |
| F1JX 11 | Cavity Walling                                    |
| F1JX 11 | Fundamentals of Cavity Walling                    |
| F1K1 11 | Simple Decorative Brickwork                       |
| F1K3 11 | Simple Arch Construction                          |
| F6MF 12 | Appreciation of Access Platforms and Equipment    |
| H08P 12 | Bricklaying: Half Brick Walling                   |
| F6ML12  | Bricklaying: Decorative Panels and Obtuse Corners |

## SVQs

### GF22 23 Trowel Occupations (Construction)

|         |   |
|---------|---|
| FN2J 04 | Conform to General Workplace Health, Safety and Welfare |
| H109 12 | Construction Craft Competence Assessments – Phase Tests |
| H10A 12 | Construction Craft Employment Skills – CREWS            |

### GM7R 23 Bricklaying (Construction)

|         |   |
|---------|---|
| HL59 04 | Erect Masonry Structures                                |
| HL58 04 | Erect Masonry Cladding                                  |
| HL5F 04 | Set Out Masonry Structures                              |
| HL7R 04 | Conform to General Workplace Health, Safety and Welfare |
| HN2G 04 | Set out Complex Masonry Structures                      |
| HN2H04  | Erect Complex Masonry Structures                        |
| H0TP 12 | Half brick walling (knowledge evidence)                 |
| F6ML 12 | One Brick Walling (knowledge evidence)                  |
| F6MG 12 | Cavity Walling (knowledge evidence)                     |
| H08M 12 | Masonry Cladding to Timber Frame (knowledge evidence)   |

F6Mh12      Circular Walling (knowledge evidence)  
H08Y12      Building to rake (knowledge evidence)

**Skills testing**

HN2F 04      Bricklaying Skills Test

## **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 PDA and SVQ Bricklaying qualifications confirmed that staff at all centres continue to comply with assessment strategy requirements for assessor and internal verifier competence, qualifications, experience and currency. Assessors and internal verifiers at all centres were competent, well qualified both vocationally and professionally, and had extensive industry experience.

Staff at all centres undertook and recorded appropriate continuing professional development (CPD) activity to ensure they maintained occupational currency. Good practice was identified at a few centres for the range of CPD offered and the analysis of staff needs prior to providing CPD.

At a few centres, qualification verification reports identified good practice. At one centre a comprehensive staff training manual for assessing and verifying evidence from the workplace was noted, while at another centre the wide range of CPD activity to ensure assessor currency was reported.

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

QV reports for the NPA, PDA and SVQ in Bricklaying identified that almost centres had appropriate ongoing processes and procedures in place to review college assessment environments, including workshops, classrooms, equipment, learning resources and assessment materials. Verifiers reported that these processes and procedures were being implemented very effectively at all centres.

There was clear evidence of improvements and enhancements being implemented as a result of these reviews. At centre support visits, all centre staff were reminded that from August 2019 reviews of assessment environments must include each candidate's work environment.

However, at one centre an area for development was reported, recommending that the centre should adopt the same portfolio model at all delivery locations.

### **Category 3: Candidate support**

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

Staff effectively implemented centre procedures to identify candidate development needs, at induction or registration for all qualifications. Candidates had the opportunity at all centres to receive support from staff when specific needs were identified. Candidates were referred for learning support where needs were identified, and alternative assessment arrangements were implemented where necessary.

For the SVQ, practical evidence requirements were identified at assessment planning. Effective assessor feedback to candidates confirmed when sufficient evidence had been generated. Assessor feedback also identified areas for further training.

Centre systems for identifying candidate development needs for the SVQ were augmented by Construction Industry Training Board (CITB) Managing Agent reviews, which focus on candidates' overall progress with the qualification.

At one centre the QV report noted good practice for the effective implementation of end-of-block reviews for SVQs. However, the same report recommended that the identified good practice should be extended to cover candidates in all years.

Another centre enabled a candidate to progress by having a signer support them when receiving formal feedback from the assessor.

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

QV reports for SVQ, PDA and NPA Bricklaying qualifications confirmed that candidates at all centres participated in well planned and productive contacts with their assessors. This ensured that all candidates received supportive feedback on progression, with assessors confirming what had been achieved and, where necessary, identifying the next stage in the candidate's learner journey.

At more than a few centres, qualification verifiers reported that candidates received consistently good and constructive feedback on their progress. At another centre, good practice was identified for the use 'Candidate Interview Logs' to identify progress and to provide evidence on ongoing contact between candidates and their assessor.

## **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 to support the effective delivery of the SVQ, PDA and NPA qualifications in Bricklaying. Qualification verifiers reported that assessors and internal verifiers at almost all centres implemented these processes consistently and effectively to ensure a standardised approach to assessment and internal verification practice.

However, at one centre an action plan was put in place to address issues identified in relation to assessment of evidence from the workplace. The assessment decisions confirmed that candidates were complying with mandatory PPE requirements. However, portfolio evidence did not support assessment decisions and recorded that assessment decisions were inappropriate.

At two centres, recommendations were noted in relation to the internal verification sample size. At another centre, recommendations were made for the inclusion of PDA delivery schedules and internal verification planning.

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

For candidates registered for SVQs, centres continue to assess candidates effectively using the SQA-devised Training and Assessment Programmes (TAPs) and centre-devised portfolios for assessing evidence from the workplace. The use of TAPs and centre-devised portfolios ensures that assessment instruments, and their use, are valid, reliable, practicable, equitable and fair.

For SVQs, almost all centres have made good progress in the development of candidate portfolios and assessment documentation for collating and assessing evidence from the workplace. Centre staff continue to support candidates in generating evidence from the workplace.

Centre staff at almost all centres had clearly benefited from the SQA centre support visits that have taken place across the academic year.

At one centre, good practice was noted for centre testimony documentation being used to confirm Skills Test achievement for employers.

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

Almost all centres continue to use SQA-devised TAPs materials and recording documentation very effectively to confirm individual candidate evidence.

For the PDA in Bricklaying, assessment records at almost all centres are signed and dated by the candidate, the assessor and, where appropriate the internal verifier, to confirm authenticity

of the evidence. Completed practical checklists and photographic evidence further authenticated this evidence.

In the SVQ, evidence from the workplace, and candidate record of evidence from the workplace (CREWs), are signed by industry supervisors to confirm receipt of industrial experience on-site.

Expert witnesses were in attendance in all but one of the Skills Test QV visits, and they observed the assessment process in line with qualification requirements. At one centre the expert witness did not attend as planned. However, the marking was recorded on video and the expert witness confirmed their observation of the marking with the qualification verifier.

Areas for development were reported at two centres in relation to candidate knowledge and practical assessments and assessment records not being signed or dated by the assessor or by the candidate. At another centre the qualification verifier recorded a recommendation for the inclusion of a 'Candidate Disclaimer' within each portfolio.

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

Qualification verifiers reported that assessor judgements were accurate and consistent at almost centres delivering Bricklaying SVQ, PDA and NPA qualifications.

Sampled practical work, knowledge evidence and evidence from the workplace confirmed that candidates were meeting the requirements of all units and were achieving required national standards.

At one centre, an action plan was put in place to address issues identified by the qualification verifier for inconsistent and inappropriate assessment decisions for practical assessed evidence from the workplace, due to some candidates not wearing the mandatory PPE in line with unit requirements.

At another centre a recommendation was reported for Skills Test assessors to confirm the effective use of PPE for all tasks.

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

All evidence identified on visit plans was readily available during qualification verification activity. Centres had a clear understanding of SQA's retention requirements.

All qualification verifier reports for Bricklaying qualifications, confirmed that centres continue to retain candidate evidence and assessment records in line with SQA requirements. Retention policies at most centres exceed SQA requirements.

**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:

- ◆ Comprehensive staff training manual developed for assessing and verifying evidence from the workplace.
- ◆ End of Block reviews for SVQ candidates
- ◆ Use of a signer to support a candidate receiving formal feedback
- ◆ Skills Test testimony documentation to confirm Skills Test achievement.

## **Specific areas for development**

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

- ◆ Centres to adopt the same portfolio model at all delivery locations.
- ◆ Good practice for 'End of Block' reviews being extended to cover candidates in all years.
- ◆ Inappropriate assessment decisions confirming candidate compliance with mandatory PPE requirements when portfolio evidence did not support the assessor judgement.
- ◆ Internal verification sample size.
- ◆ PDA delivery schedules.
- ◆ Internal verification planning.
- ◆ Assessment records not being signed or dated.
- ◆ Inclusion of a 'Candidate Disclaimer' within portfolios