ST0461/V1.1

Draft end-point assessment plan for the Formworker apprenticeship

Apprenticeship reference number	Level of this end-point assessment (EPA)	Integration
ST0461	2	None

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Introduction and overview

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This document explains the requirements for end-point assessment (EPA) for the formworker apprenticeship. End-point assessment organisations (EPAOs) must follow this when designing and delivering the EPA.

Formworker apprentices, their employers and training providers should read this document.

A full-time formworker apprentice typically spends 18 months on-programme. The apprentice must spend at least 12 months on-programme and complete the required amount of off-the-job training in line with the apprenticeship funding rules.

The EPA should be completed within an EPA period lasting typically 3 months.

The apprentice must complete their training and meet the gateway requirements before starting their EPA. The EPA will assess occupational competence.

An approved EPAO must conduct the EPA for this apprenticeship. Employers must work with the training provider to select an approved EPAO from the apprenticeship providers and assessment register (APAR).

This EPA has 2 assessment methods.

The grades available for each assessment method are below.

Assessment method 1 - practical assessment with questions:

- fail
- pass
- distinction

Assessment method 2 - interview underpinned by portfolio:

- fail
- pass
- distinction

The result from each assessment method is combined to decide the overall apprenticeship grade. The following grades are available for the apprenticeship:

- fail
- pass
- merit
- distinction

EPA summary table

Edit epa gateway formEdit available grades formEdit overall epa grading formEdit re-sits and re-takes form

On-programme - typically 18 months	The apprentice must: • complete training to develop the knowledge, skills and behaviours (KSBs) outlined in this apprenticeship's standard • complete training towards English and mathematics qualifications in line with the apprenticeship funding rules • compile a portfolio of evidence
End-point assessment gateway	The apprentice's employer must be content that the apprentice is occupationally competent. The apprentice must: • confirm they are ready to take the EPA • have achieved English and mathematics qualifications in line with the apprenticeship funding rules For the interview underpinned by portfolio, the apprentice must submit a portfolio of evidence. Gateway evidence must be submitted to the EPAO, along with any organisation specific policies and procedures requested by the EPAO.

End-point assessment - typically 3 months	**The grades available for each assessment method are below** Practical assessment with questions: • fail • pass • distinction Interview underpinned by portfolio: • fail • pass • distinction **Overall EPA and apprenticeship can be graded:** ○ fail ○ pass ○ merit ○ distinction
Re-sits and re-takes	The details for re-sits and re-takes are below: • re-take and re-sit grade cap: pass • re-sit timeframe: typically 3 months • re-take timeframe: typically 6 months

Duration of end-point assessment period

Edit duration of end-point assessment period form

The EPA is taken in the EPA period. The EPA period starts when the EPAO confirms the gateway requirements have been met and is typically 3 months.

The EPAO should confirm the gateway requirements have been met and start the EPA as quickly as possible.

EPA gateway

Edit epa gateway form

The apprentice's employer must be content that the apprentice is occupationally competent. That is, they are deemed to be working at or above the level set out in the apprenticeship standard and ready to undertake the EPA. The employer may take advice from the apprentice's training provider, but the employer must make the decision. The apprentice will then enter the gateway.

The apprentice must meet the gateway requirements before starting their EPA.

They must:

- confirm they are ready to take the EPA
- have achieved English and mathematics qualifications in line with the apprenticeship funding rules
- submit a portfolio of evidence for the interview underpinned by portfolio

Portfolio of evidence requirements:

The apprentice must compile a portfolio of evidence during the on-programme period of the apprenticeship. It should only contain evidence related to the KSBs that will be assessed by the interview It will typically contain 10 discrete pieces of evidence. Evidence must be mapped against the KSBs. Evidence may be used to demonstrate more than one KSB; a qualitative as opposed to quantitative approach is suggested.

Evidence sources may include workplace documentation and records, for example:

- workplace policies and procedures
- witness statements
- annotated photographs
- video clips with a maximum total duration 10 minutes; the apprentice must be in view and identifiable

This is not a definitive list; other evidence sources can be included.

columns, walls, pile caps,

For the assessment of **S17**: Apply processes and techniques to install a range of pre-manufactured formwork structures, for example columns, walls, pile caps, slabs . A range is defined as a minimum of two different structures, for example two structures from the following list: columns, walls, pile caps, slabs.

Simulated environments

It is understood that some skills in this apprenticeship may not be utilised during the on-programme period of the apprenticeship but are still required for overall occupational competence. Some apprentices may not get sufficient opportunity to apply the full range of required skills in the workplace during the on-programme period of the apprenticeship. Therefore, a flexibility has been included in thisEPA plan, allowing certain skills-based evidence to be captured in a simulated environment, for example, at the employer's or training provider's premises.

Allowing evidence from a simulated environment ensures at there is a fair opportunity for apprentices to gather skills-based evidence for the portfolio of evidence. This is where opportunities to collect evidence in the workplace are not available.

Any simulated evidence must reflect the apprentice's usual work and be fully transferable to the workplace. The portfolio must include a statement from the employer or training provider confirming that the evidence provided from a simulated environment is entirely attributable to the apprentice.

For this apprenticeship, the apprentice must collect evidence from the workplace. However, if authentic workplace opportunities are not available for all the numbered elements or products from the skills outlined below, some of the numbered elements or products may be captured in a simulated environment, in line with the numbers noted below for each skill. Every effort should be made for the apprentice to access workplace evidence for all elements or products in the skills below before this flexibility is applied.

The skills in line for this flexibility are:

S12 Work at height and use access and fall protection equipment.

The portfolio of evidence should not include reflective accounts or any methods of self-assessment. Any employer contributions should focus on direct observation of performance,for example, witness statements, rather than opinions. The evidence provided should bevalidand attributable to the apprentice; the portfolio of evidence should contain a statement from the employer and apprentice confirming this.

The portfolio of evidence should not include reflective accounts or any methods of self-assessment. Any employer contributions should focus on direct observation of performance, for example, witness statements, rather than opinions. The evidence provided should be valid and attributable to the apprentice; the portfolio of evidence should contain a statement from the employer and apprentice confirming this.

The EPAO should not assess the portfolio of evidence directly as it underpins the **interview.** The independent assessor should review the portfolio of evidence to prepare questions for the **interview.** . They are not required to provide feedback after this review.

Gateway evidence must be submitted to the EPAO, along with any organisation specific policies and procedures requested by the EPAO.

Order of assessment methods

Edit order of assessment methods form

The assessment methods can be delivered in any order.The result of one assessment method does not need to be known before starting the next.

Practical assessment with questions

Edit practical assessment with questions form

Overview

In a practical assessment with questions, an independent assessor observes the apprentice completing a task or series of tasks set by the EPAO. The EPAO decides in which of the simulated environments it takes place. The assessment environment must closely relate to the apprentice's natural working environment. It gives the apprentice the opportunity to demonstrate the KSBs mapped to this assessment method.

Rationale

This assessment method is being used because:

- this is a practical role, which can be demonstrated through completing tasks

- it allows for consistency of opportunity for apprentices to demonstrate their competence against the mapped KSBs
- it assesses KSBs holistically and objectively
- it is a valid assessment because it involves direct testing under controlled conditions

Delivery

The practical assessment with questions must be structured to give the apprentice the opportunity to demonstrate the KSBs mapped to this assessment method to the highest available grade.

An independent assessor must conduct and assess the practical assessment with questions.

The independent assessor must only observe one apprentice at a time to ensure quality and rigour. They must be as unobtrusive as possible.

The EPAO must give an apprentice 14 days' notice of the practical assessment with questions.

The practical assessment with questions must take 8 hours.

The independent assessor can increase the time of the practical assessment with questions by up to 10%. This time is to allow the apprentice to complete a task or respond to a question if necessary.

The practical assessment with questions cannot be split, other than for comfort breaks or to allow apprentices to move from one location to another. Where breaks occur, they will not count towards the total EPA time.

The EPAO must manage invigilation of the apprentice during the assessment, to maintain security of the EPA, in line with their malpractice policy. This includes breaks and moving between locations.

The independent assessor must explain to the apprentice the format and timescales of the practical assessment with questions before it starts. This does not count towards the assessment time.

The independent assessor must observe the following during the practical assessment:

Construction of a form work assembly with a, minimum length of 3m, maximum height of 1.2m and one turn.

The formwork assembly should be constructed using a proprietary system and must contain one timber and one non timber component, such as panels stop ends, bolt boxes, make ups and upstands. Components must not be specified to a height that required the use of access equipment.

General:

- compliance with safe systems of work, health and safety and industry regulations, standards, and guidance
- application of control measures.
- interpreting drawings and specifications

- identification and use of PPE
- manual handling techniques
- using hand and powers tools
- preparation and maintenance of a safe work area, including, the protection of themselves and others by the use of signs and barriers
- planning of work and carrying out pre-and post-work checks

Formwork structure:

- erection of a proprietary formwork system
- measure, mark out, and cut timber and non timber materials (to add for example list for non timber.)
- fabrication of a timber and non-timber formwork component
- installation of a timber and non-timber formwork component
- attachment and removal of soldiers, walings, push-pulls and tie systems
-

Typically, 30 minutes should be allocated within the EPA total time to interpret and extract relevant information from drawings and specifications.

Specification tolerances

- overall length of proprietary formwork structure to specification: Pass + or - 8mm or Distinction + or - 3mm
- overall depth of proprietary formwork structure to specification: Pass + or - 8mm or Distinction + or - 3mm
- overall height proprietary formwork structure to specification: Pass + or - 8mm or Distinction + or - 3mm
- position of timber and non-timber components to specification: Pass + or - 8mm or Distinction + or - 3mm
- size of timber and non-timber components to specification: Pass + or - 8mm or Distinction + or - 3mm
-
- proprietary formwork structure plumb: Pass + or - 6mm or Distinction + or - 2mm
- proprietary formwork structure level: Pass + or - 6mm or Distinction + or - 2mm

These activities provide the apprentice with the opportunity to demonstrate the KSBs mapped to this assessment method.

The independent assessor must ask questions.

The purpose of the questions is:

- to seek clarification where required
- to assess the level of competence against the grading descriptors

Questioning must occur during the practical assessment. The time for questioning is included in the overall assessment time.

The independent assessor must ask at least 3 questions during the practical assessment. To remain as unobtrusive as possible, the independent assessor should ask questions during natural breaks in work rather than disrupting the apprentice's flow. The independent assessor must use the questions from their EPAO's question bank or create their own questions in line with the EPAO's training.

The independent assessor can ask follow-up questions to clarify answers given by the apprentice. These questions are in addition to the above set number of questions for the practical assessment with questions.

The apprentice may choose to end the assessment method early. The apprentice must be confident they have demonstrated competence against the assessment requirements for the assessment method. The independent assessor or EPAO must ensure the apprentice is fully aware of all assessment requirements. The independent assessor or EPAO cannot suggest or choose to end the assessment methods early, unless in an emergency. The EPAO is responsible for ensuring the apprentice understands the implications of ending an assessment early if they choose to do so. The independent assessor may suggest the assessment continues. The independent assessor must document the apprentice's request to end the assessment early.

The independent assessor must make the grading decision. The independent assessor must assess the practical assessment and responses to questions holistically when deciding the grade.

The independent assessor must keep accurate records of the assessment. They must record:

- the KSBs observed
- the apprentice's answers to questions
- KSBs demonstrated in answers to questions
- the grade achieved

Assessment location

The practical assessment with questions must take place in a simulated environment selected by the EPAO for example, the EPAO's premises, a training provider's premises, a training facility in the employer's premises, a test centre or a similar simulated environment. This simulated environment must relate to the apprentice's natural work environment. Equipment and resources needed for the practical assessment with questions must be confirmed to be available by the EPAO, who can liaise with the employer to provide these. They must be in good and safe working condition.

Question and resource development

The EPAO must develop a purpose-built assessment specification and question bank. It is recommended this is done in consultation with employers of this occupation. The EPAO must

maintain the security and confidentiality of EPA materials when consulting with employers. The assessment specification and question bank must be reviewed at least once a year to ensure they remain fit-for-purpose.

The assessment specification must be relevant to the occupation and demonstrate how to assess the KSBs mapped to this assessment method. The EPAO must ensure that questions are refined and developed to a high standard. The questions must be unpredictable. A question bank of sufficient size will support this.

The EPAO must ensure that the apprentice has a different set of tasks and questions in the case of re-sits and retakes, to minimise predictability.

The EPAO must produce the following materials to support the practical assessment with questions:

- independent assessor assessment materials which include:
    - training materials
    - administration materials
    - moderation and standardisation materials
    - guidance materials
    - grading guidance
    - question bank
- EPA guidance for the apprentice and the employer

The EPAO must ensure that the EPA materials are subject to quality assurance procedures including standardisation and moderation.

Interview underpinned by portfolio

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Overview

In the professional discussion, an independent assessor and apprentice have a formal two-way conversation. It gives the apprentice the opportunity to demonstrate the KSBs mapped to this assessment method.

Rationale

This assessment method is being used because:

- it assesses KSBs holistically and objectively
- it allows for the assessment of KSBs that do not occur on a predictable or regular basis
- it allows for assessment of responses where there are a range of potential answers
- it can be conducted remotely, potentially reducing cost

Delivery

The professional discussion must be structured to give the apprentice the opportunity to demonstrate the KSBs mapped to this assessment method to the highest available grade.

An independent assessor must conduct and assess the professional discussion.

The purpose of the independent assessor's questions will be to assess the apprentice's competence against the following themes:

- environment and sustainability
- working at height using access equipment
- installing a range of pre-manufactured formwork structures, for example, columns, walls, pile caps, and slabs (the independent assessor must assess a minimum of two in-situ reinforcing structures)
- communication
- teamworking and equity, diversity and inclusion
- continuing professional development, ethics and well being
- using lifting and lowering techniques appropriate to the task

The EPAO must give an apprentice 14 days' notice of the professional discussion.

The independent assessor must have at least 0 weeks to review the supporting documentation.

The apprentice must have access to their portfolio of evidence during the professional discussion.

The apprentice can refer to and illustrate their answers with evidence from their portfolio of evidence however, the portfolio of evidence is not directly assessed.

The professional discussion must last for 45 minutes. The independent assessor can increase the time of the professional discussion by up to 10%. This time is to allow the apprentice to respond to a question if necessary.

The independent assessor must ask at least 6 questions. The independent assessor must use the questions from the EPAO's question bank. Follow-up questions are allowed where clarification is required.

The apprentice may choose to end the assessment method early. The apprentice must be confident they have demonstrated competence against the assessment requirements for the assessment method. The independent assessor or EPAO must ensure the apprentice is fully aware of all assessment requirements. The independent assessor or EPAO cannot suggest or choose to end the assessment methods early, unless in an emergency. The EPAO is responsible for ensuring the apprentice understands the implications of ending an assessment early if they choose to do so. The independent assessor may suggest the assessment continues. The independent assessor must document the apprentice's request to end the assessment early.

The independent assessor must make the grading decision.

The independent assessor must keep accurate records of the assessment. They must record:

- the apprentice's answers to questions

- the KSBs demonstrated in answers to questions
- the grade achieved

Assessment location

The professional discussion must take place in a suitable venue selected by the EPAO for example, the EPAO's or employer's premises.

The professional discussion should take place in a quiet room, free from distractions and influence.

Question and resource development

The EPAO must develop a purpose-built assessment specification and question bank. It is recommended this is done in consultation with employers of this occupation. The EPAO must maintain the security and confidentiality of EPA materials when consulting with employers. The assessment specification and question bank must be reviewed at least once a year to ensure they remain fit-for-purpose.

The assessment specification must be relevant to the occupation and demonstrate how to assess the KSBs mapped to this assessment method. The EPAO must ensure that questions are refined and developed to a high standard. The questions must be unpredictable. A question bank of sufficient size will support this.

The EPAO must ensure that the apprentice has a different set of questions in the case of re-sits or re-takes.

The EPAO must produce the following materials to support the interview underpinned by portfolio:

- independent assessor assessment materials which include:
    - training materials
    - administration materials
    - moderation and standardisation materials
    - guidance materials
    - grading guidance
    - question bank
- EPA guidance for the apprentice and the employer

The EPAO must ensure that the EPA materials are subject to quality assurance procedures including standardisation and moderation.

Grading

Edit add grade descriptor formEdit mapping of ksbs to grade themes formEdit available grades form

Practical assessment with questions

Fail - does not meet pass criteria

Theme KSBs	Pass Apprentices must demonstrate all of the pass descriptors.	Distinction Apprentices must demonstrate all of the pass descriptors and all of the distinction descriptors.
Health and Safety K1 K2 K3 K4 K9 S1 S2 S3 S4 S8 B1	Prioritises the health and safety of themselves and others in the working vicinity, by the use of signs, barriers and bar protectors at all times and by working in compliance with health and safety regulations, standards and guidance (K1, K2, K4, S1, S2, S4, B1) Selects and uses personal protective equipment throughout the practical assessment in line with task requirements, organisational procedures and statutory regulations (K3, S3) Applies manual handling and lifting techniques to move, lift and handle materials in line with task requirements and industry guidance. (K9,K33, S8, S27)	Justifies the importance of compliance with safe systems of work, following procedures, and taking responsibility for themselves, as well as promoting safety to others in the wider team. (K2, K4, S2, S4)
Drawings, specifications and work planning K5 K10 K11 K26 S9 S20	Interprets information from drawings and specifications as required to support task completion. (K11, S9) Applies techniques to plan the order of the work and carry out pre-work and post build checks in line with the task requirements and industry	None.

Theme KSBs	Pass Apprentices must demonstrate all of the pass descriptors.	Distinction Apprentices must demonstrate all of the pass descriptors and all of the distinction descriptors.
	guidance. (K5, K10, K26, S20, S21)	
Hand and power tools K13 S10	Uses hand and power tools, in line with task requirements and industry guidance. Stores hand and power tools, in line with organisational requirements. (K13, S10)	Explains why hand and power tools should be correctly stored following their use. (K13, S10)
In situ formwork K15 K17 K19 K20 K28 S11 S13 S15 S16 S23 B3	Taking ownership of the work, applies processes and techniques to build a formwork assembly with a turn in line with pass specification tolerances, task requirements and industry regulations, standards and guidance. (K20, S13, S16, B3) Applies techniques to measure, mark out, and cut timber and nontimber formwork materials in line with pass specification tolerances and task requirements. Produces and installs timber and formwork components in line with task requirements and pass specification tolerances. (K15, K19, S11, S15) Uses soldiers and walings, push-pulls, tie systems to the formwork . assembly in line with task requirements and pass specification tolerances. (K17, K28, S23)	Optimises the quality of the reinforcing in-situ formwork assembly by achieving 5 out of 7 specification distinction tolerances. (S11, S13, S15, S16, S23)

Theme KSBs	Pass Apprentices must demonstrate all of the pass descriptors.	Distinction Apprentices must demonstrate all of the pass descriptors and all of the distinction descriptors.

Interview underpinned by portfolio

Fail - does not meet pass criteria

Theme KSBs	Pass Apprentices must demonstrate all of the pass descriptors.	Distinction Apprentices must demonstrate all of the pass descriptors and all of the distinction descriptors.
Environmental and sustainability K32 S26 B2	Describes how they follow environmental and sustainability legislation and guidance, sort resources for re-use, recycling and disposal. Explains the impact of the construction industry on the environment and how this can be reduced when carrying out processes and by efficient use of resources. (K32, S26, B2)	Explains how following sustainability regulations standards, and guidelines reduces the impact on the wider environment. (K32, S26)
Working at height K16 S12	Describes how they work safely at height whilst carrying formwork activities using access equipment and fall protection, in line with, organisational procedures and statutory requirements. (K16, S12)	None.
Formwork installation techniques K8 K14 K21 K27	Describes how following written or verbal work instructions, they apply processes and techniques	Explains how their choice of premanufactured formworking structures installation

Theme KSBs	Pass Apprentices must demonstrate all of the pass descriptors.	Distinction Apprentices must demonstrate all of the pass descriptors and all of the distinction descriptors.
K29 K30 K31 K33 S5 S17 S21 S22 S24 S25 S27	to install a minimum of two premanufactured formworking structures and minimise the installation risks, in line with task requirements, industry and statutory regulations, standards and guidance. (K14, K21, K33, K31, S17, S21, S27) Describes techniques used to maintain and reuse formwork in line with industry requirements and organisational procedures. (K27, S22) Describes the techniques used to apply release agents ensuring manufacturer's instructions are always followed. (K30, S25) Describes traditional and modern methods, structures, types and building construction methods. (K8, K14)	techniques achieves product efficiencies and minimise the risks. (K21, S17)
Quality assurance K12 K18 K22 S14	Describes how they follow quality assurance and monitoring processes in line with task requirements and organisational procedures. (K18, S14) Describes the principles of digital design and modelling systems and the use of digital equipment for the positioning of components. (K12, K22)	None.

Theme **KSBs**	**Pass** **Apprentices must demonstrate all of the pass descriptors.**	**Distinction** **Apprentices must demonstrate all of the pass descriptors and all of the distinction descriptors.**
Communication K6 S6	Describes how they communicate verbally with others, to support ask completion, applying industry terminology in a way that is suitable for the context and audience. (K6, S6)	None.
Team working, ethics and equity, diversity and inclusion K7 K23 K24 S7 S18 S19 B4 B6 B7	Describes how they contribute to an inclusive workplace by taking account of individuals needs in relation to equity, diversity, and inclusion in line with regulations, guidance and principles. K23, S18, B4) Describes how they apply team working principles, including the consideration of the wider build team to meet their team's work goals. (K7, S27, B6) Explains how they apply ethical principles to their role and how they have or would report unethical behaviour in line with organisational procedures. (K24, S19)	Explains the benefits to themselves and the business of reporting unethical behaviour. (K24, S19) Explains how their team focus supports wider build teams to meet their goals. (K7, S7)
Continuing professional development and well-being K25 B5	Outlines learning and development they complete and record to support competence in their role. (B5) Describes mental and physical health considerations of	None.

Theme KSBs	Pass Apprentices must demonstrate all of the pass descriptors.	Distinction Apprentices must demonstrate all of the pass descriptors and all of the distinction descriptors.
	themselves and others and identifies sources of support available for themselves and others. (K25)	

Overall EPA grading

Edit overall epa grading form

Performance in the EPA determines the overall grade of:

- fail
- pass
- merit
- distinction

An independent assessor must individually grade the practical assessment with questions and interview underpinned by portfolio in line with this EPA plan.

An independent assessor must individually grade the

- Practical assessment with questions An independent assessor must individually grade the
    - Interview underpinned by portfolio

The EPAO must combine the individual assessment method grades to determine the overall EPA grade.

If the apprentice fails one assessment method or more, they will be awarded an overall fail.

To achieve an overall pass, the apprentice must achieve at least a pass in all the assessment methods.

Grades from individual assessment methods must be combined in the following way to determine the grade of the EPA overall.

Practical assessment with questions	Interview underpinned by portfolio	Overall Grading
Fail	Any grade	Fail
Any grade	Fail	Fail

Practical assessment with questions	Interview underpinned by portfolio	Overall Grading
Pass	Pass	Pass
Pass	Distinction	Pass
Distinction	Pass	Merit
Distinction	Distinction	Distinction

Re-sits and re-takes

Edit re-sits and re-takes form

If the apprentice fails one assessment method or more, they can take a re-sit or a re-take at their employer's discretion. The apprentice's employer needs to agree that a re-sit or re-take is appropriate. A re-sit does not need further learning, whereas a re-take does. The apprentice should have a supportive action plan to prepare for a re-sit or a re-take.

The employer and the EPAO should agree the timescale for a re-sit or re-take. A re-sit is typically taken within 3 months of the EPA outcome notification. The timescale for a re-take is dependent on how much re-training is required and is typically taken within 6 months of the EPA outcome notification.

Failed assessment methods must be re-sat or re-taken within a 6-month period from the EPA outcome notification, otherwise the entire EPA will need to be re-sat or re-taken in full.

Re-sits and re-takes are not offered to an apprentice wishing to move from pass to a higher grade.

The apprentice will get a maximum EPA grade of pass if they need to re-sit or re-take one or more assessment methods, unless the EPAO determines there are exceptional circumstances.

Roles and responsibilities

Edit roles and responsibilities form

Reasonable adjustments

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Reasonable adjustments

The EPAO must have reasonable adjustments arrangements for the EPA.

This should include:

- how an apprentice qualifies for a reasonable adjustment
- what reasonable adjustments may be made

Adjustments must maintain the validity, reliability and integrity of the EPA as outlined in this EPA plan.

Special considerations

The EPAO must have special consideration arrangements for the EPA.

This should include:

- how an apprentice qualifies for a special consideration
- what special considerations will be given

Special considerations must maintain the validity, reliability and integrity of the EPA as outlined in this EPA plan.

Internal quality assurance

Edit internal quality assurance form

Internal quality assurance refers to the strategies, policies and procedures that an EPAO must have in place to ensure valid, consistent and reliable EPA decisions.

EPAOs for this EPA must adhere to the requirements within the roles and responsibilities table.

They must also appoint independent assessors who:

- have recent relevant experience of the occupation or sector to at least occupational level 3 gained in the last 2 years or significant experience of the occupation or sector

Value for money

Edit value for money form

Affordability of the EPA will be aided by using at least some of the following:

- utilising digital remote platforms to conduct applicable assessment methods

Professional recognition

Edit professional recognition form

This apprenticeship is not aligned to professional recognition.

Mapping of KSBs to assessment methods

Edit mapping of ksbs to assessment methods form

Knowledge	Assessment methods
K1 Awareness of health and safety regulations, standards, and guidance and impact on role. Employer and Employee responsibilities under the Health and Safety at Work Act (HASWA) Control of Substances Hazardous to Health (COSHH). Lifting Operations and Lifting Equipment Regulations (LOLER). Reporting of Injuries Diseases and Dangerous Occurrences (RIDDOR). Provision and Use of Work Equipment Regulations (PUWER). Fire safety. Health and Safety at Work Act. Asbestos awareness. Fire extinguishers. Safety signage. Situational awareness. Slips, trips,	Practical assessment with questions

Knowledge	Assessment methods
and falls. Working in confined spaces. Working at height. Electrical safety awareness.	
K2 Methods of safe working including risk assessments, method statements, control measures and safe systems of work.	Practical assessment with questions
K3 Safety control equipment and how to use personal protective equipment - PPE.	Practical assessment with questions
K4 Provision for the safety of themselves and other affected by their work: use of warning signs and physical barriers, making structures safe from access at all times.	Practical assessment with questions
K5 Awareness of standards and regulations associated with formwork activities: British standards, building regulations and manufacturers' instructions and warranty. Impact on how these inform drawings and formwork specifications.	Practical assessment with questions
K6 Verbal communication techniques and industry terminology.	Interview underpinned by portfolio
K7 Principles of good team working.	Interview underpinned by portfolio
K8 Awareness of traditional and modern methods of construction: on site and off-site building methods.	Interview underpinned by portfolio
K9 Manual handling techniques.	Practical assessment with questions
K10 Formwork resources and materials principles and characteristics: timber, nontimber - for example plywood, plastic - proprietary and pre-manufactured systems and their components.	Practical assessment with questions

Knowledge	Assessment methods
K11 Methods of interpreting relevant information from drawings and specifications.	Practical assessment with questions
K12 Basic principles of digital design and modelling systems.	Interview underpinned by portfolio
K13 Formwork hand tools and power tools, use and storage techniques.	Practical assessment with questions
K14 Formwork systems structures, types and building construction methods: columns, beams, slabs, walls, soffits.	Interview underpinned by portfolio
K15 Timber and nontimber Components: types and fabrication methods. panels, make ups, box, outs, stop ends bolt boxes.	Practical assessment with questions
K16 The principles and practices of working at height safely and the use of access and fall protection equipment.	Interview underpinned by portfolio
K17 The types and uses of formwork components: soldiers, walings, release agents, ties, sheathing panels, shoring supports, braces, clamps, ancillary items	Practical assessment with questions
K18 Quality assurance requirements and monitoring processes for formwork.	Interview underpinned by portfolio
K19 Techniques to measure, mark out, and cut timber and nontimber formwork materials.	Practical assessment with questions
K20 Formwork in situ: installation, techniques, and risks.	Practical assessment with questions

Knowledge	Assessment methods
K21 Formwork using pre-manufactured and proprietary products: installation and alignment into position, techniques, and risks.	Interview underpinned by portfolio
K22 The use of digital equipment for positioning: laser levels, theodolites, Global Positioning Systems.	Interview underpinned by portfolio
K23 Legislative guidance relating to equity, diversity, and inclusivity in the workplace.	Interview underpinned by portfolio
K24 Ethical principles: ethical and unethical behaviour and the routes for reporting unethical behaviour.	Interview underpinned by portfolio
K25 Awareness of issues and common symptoms and warning signs of stress, anxiety, and depression, plus where to go for help and the resources available.	Interview underpinned by portfolio
K26 Work planning and pre- work and post work checking requirements and techniques.	Practical assessment with questions
K27 How to maintain and reuse formwork.	Interview underpinned by portfolio
K28 Techniques to attach and remove soldiers and walings, push-pulls, tie systems.	Practical assessment with questions
K29 Techniques to strike box outs and bolt boxes, grout checks, level controls, angle fillets and features.	Interview underpinned by portfolio
K30 Techniques to apply release agents.	Interview underpinned by portfolio

Knowledge	Assessment methods
K31 Concrete pressure in formwork.	Interview underpinned by portfolio
K32 Awareness of environmental and sustainability regulations, how to use resources efficiently. Principles of Recycling, reuse, and safe disposal of waste.	Interview underpinned by portfolio
K33 Lifting and lowering techniques using equipment appropriate to the task.	Interview underpinned by portfolio
Skill	**Assessment methods**
S1 Comply with health and safety regulations, standards, and guidance.	Practical assessment with questions
S2 Comply with safe systems of work and apply control measures.	Practical assessment with questions
S3 Select and use personal protective equipment - PPE.	Practical assessment with questions
S4 Protect others within the working vicinity through the use of barriers, signs.	Practical assessment with questions
S5 Comply with industry regulations, standards, and guidance.	Interview underpinned by portfolio
S6 Communicate verbally with colleagues or management using industry terminology.	Interview underpinned by portfolio
S7 Applies team working principles.	Interview underpinned by portfolio

Knowledge	Assessment methods
S8 Move, lift, and handle materials.	Practical assessment with questions
S9 Interpret information from drawings and specifications.	Practical assessment with questions
S10 Use and store hand tools and power tools.	Practical assessment with questions
S11 Fabricate and install timber and formwork components. For example, panels, stop ends, bolt boxes, make ups, upstands.	Practical assessment with questions
S12 Work at height and use access and fall protection equipment.	Interview underpinned by portfolio
S13 Use formwork components and ancillary items.	Practical assessment with questions
S14 Follow quality assurance procedures.	Interview underpinned by portfolio
S15 Measure, mark out and cut timber and nontimber formwork materials.	Practical assessment with questions
S16 Apply processes and techniques to install proprietary systems.	Practical assessment with questions
S17 Apply processes and techniques to install a range of pre-manufactured form work structures, for example, columns, walls, pile caps and slabs.	Interview underpinned by portfolio
S18 Follow equity, diversity and inclusion legislative guidance and principles.	Interview underpinned by portfolio

Knowledge	Assessment methods
S19 Apply ethical principles.	Interview underpinned by portfolio
S20 Plan order of works and carry out pre-work and post work checks.	Practical assessment with questions
S21 Follow work instructions- verbal or written.	Interview underpinned by portfolio
S22 Maintain formwork.	Interview underpinned by portfolio
S23 Attach and remove soldiers and walings, push-pulls, tie systems.	Practical assessment with questions
S24 Strike box outs and bolt boxes, grout checks, level controls, angle fillets and features.	Interview underpinned by portfolio
S25 Apply release agents.	Interview underpinned by portfolio
S26 Comply with environmental and sustainability regulations, standards, and guidance. Segregate resources for reuse, recycling, and disposal	Interview underpinned by portfolio
S27 Use lifting and lowering techniques appropriate to the task.	Interview underpinned by portfolio
Behaviour	**Assessment methods**
B1 Put health, safety, and wellbeing first.	Practical assessment with questions
B2 Consider the environment when using resources and carrying out processes.	Interview underpinned by portfolio

Behaviour	Assessment methods
B3 Take ownership of given work.	Practical assessment with questions
B4 Contribute to an inclusive and diverse culture.	Interview underpinned by portfolio
B5 Seek learning and development opportunities.	Interview underpinned by portfolio
B6 Team-focus to meet team goals including, considering the wider build team.	Interview underpinned by portfolio
B7 Adapt to new and changing situations.	Interview underpinned by portfolio

Mapping of KSBs to grade themes

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Practical assessment with questions

KSBS GROUPED BY THEME	Knowledge	Skills	Behaviour
Health and Safety K1 K2 K3 K4 K9 S1 S2 S3 S4 S8 B1	Awareness of health and safety regulations, standards, and guidance and impact on role. Employer and Employee responsibilities under the Health and Safety at Work Act (HASWA) Control of Substances Hazardous to Health (COSHH). Lifting Operations and Lifting Equipment Regulations (LOLER). Reporting of Injuries Diseases and Dangerous Occurrences (RIDDOR). Provision and Use of Work Equipment Regulations (PUWER). Fire safety. Health and Safety at Work Act. Asbestos awareness. Fire extinguishers. Safety signage. Situational awareness. Slips, trips, and falls. Working in confined	Comply with health and safety regulations, standards, and guidance. (S1) Comply with safe systems of work and apply control measures. (S2) Select and use personal protective equipment - PPE. (S3) Protect others within the working vicinity through the use of barriers, signs. (S4)	Put health, safety, and wellbeing first. (B1)

KSBS GROUPED BY THEME	Knowledge	Skills	Behaviour
	spaces. Working at height. Electrical safety awareness. (K1) Methods of safe working including risk assessments, method statements, control measures and safe systems of work. (K2) Safety control equipment and how to use personal protective equipment - PPE. (K3) Provision for the safety of themselves and other affected by their work: use of warning signs and physical barriers, making structures safe from access at all times. (K4) Manual handling techniques. (K9)	Move, lift, and handle materials. (S8)	
Drawings, specifications and work planning K5 K10 K11 K26 S9 S20	Awareness of standards and regulations associated with formwork activities: British standards, building regulations and manufacturers' instructions and warranty. Impact on how these inform drawings and formwork specifications. (K5) Formwork resources and materials principles and characteristics: timber, nontimber - for example plywood, plastic - proprietary and pre-manufactured systems and their components. (K10) Methods of interpreting relevant information from drawings and specifications. (K11) Work planning and pre- work and post work checking requirements and techniques. (K26)	Interpret information from drawings and specifications. (S9) Plan order of works and carry out pre-work and post work checks. (S20)	None
Hand and power tools K13	Formwork hand tools and power tools, use and storage techniques. (K13)	Use and store hand tools and power tools. (S10)	None

KSBS GROUPED BY THEME	Knowledge	Skills	Behaviour
S10			
In situ formwork K15 K17 K19 K20 K28 S11 S13 S15 S16 S23 B3	Timber and nontimber Components: types and fabrication methods. panels, make ups, box, outs, stop ends bolt boxes. (K15) The types and uses of formwork components: soldiers, walings, release agents, ties, sheathing panels, shoring supports, braces, clamps, ancillary items (K17) Techniques to measure, mark out, and cut timber and nontimber formwork materials. (K19) Formwork in situ: installation, techniques, and risks. (K20) Techniques to attach and remove soldiers and walings, push-pulls, tie systems. (K28)	Fabricate and install timber and formwork components. For example, panels, stop ends, bolt boxes, make ups, upstands. (S11) Use formwork components and ancillary items. (S13) Measure, mark out and cut timber and nontimber formwork materials. (S15) Apply processes and techniques to install proprietary systems. (S16) Attach and remove soldiers and walings, push-pulls, tie systems. (S23)	Take ownership of given work. (B3)

Interview underpinned by portfolio

KSBS GROUPED BY THEME	Knowledge	Skills	Behaviour
Environmental and sustainability K32 S26 B2	Awareness of environmental and sustainability regulations, how to use resources efficiently. Principles of Recycling, reuse, and safe disposal of waste. (K32)	Comply with environmental and sustainability regulations, standards, and guidance. Segregate resources for reuse, recycling, and disposal (S26)	Consider the environment when using resources and carrying out processes. (B2)
Working at height K16 S12	The principles and practices of working at height safely and the use	Work at height and use access and fall	None

KSBS GROUPED BY THEME	Knowledge	Skills	Behaviour
	of access and fall protection equipment. (K16)	protection equipment. (S12)	
Formwork installation techniques K8 K14 K21 K27 K29 K30 K31 K33 S5 S17 S21 S22 S24 S25 S27	Awareness of traditional and modern methods of construction: on site and off-site building methods. (K8) Formwork systems structures, types and building construction methods: columns, beams, slabs, walls, soffits. (K14) Formwork using pre-manufactured and proprietary products: installation and alignment into position, techniques, and risks. (K21) How to maintain and reuse formwork. (K27) Techniques to strike box outs and bolt boxes, grout checks, level controls, angle fillets and features. (K29) Techniques to apply release agents. (K30) Concrete pressure in formwork. (K31) Lifting and lowering techniques using equipment appropriate to the task. (K33)	Comply with industry regulations, standards, and guidance. (S5) Apply processes and techniques to install a range of pre-manufactured form work structures, for example, columns, walls, pile caps and slabs. (S17) Follow work instructions- verbal or written. (S21) Maintain formwork. (S22) Strike box outs and bolt boxes, grout checks, level controls, angle fillets and features. (S24) Apply release agents. (S25) Use lifting and lowering techniques appropriate to the task. (S27)	None
Quality assurance K12 K18 K22 S14	Basic principles of digital design and modelling systems. (K12)	Follow quality assurance procedures. (S14)	None

KSBS GROUPED BY THEME	Knowledge	Skills	Behaviour
	Quality assurance requirements and monitoring processes for formwork. (K18) The use of digital equipment for positioning: laser levels, theodolites, Global Positioning Systems. (K22)		
Communication K6 S6	Verbal communication techniques and industry terminology. (K6)	Communicate verbally with colleagues or management using industry terminology. (S6)	None
Team working, ethics and equity, diversity and inclusion K7 K23 K24 S7 S18 S19 B4 B6 B7	Principles of good team working. (K7) Legislative guidance relating to equity, diversity, and inclusivity in the workplace. (K23) Ethical principles: ethical and unethical behaviour and the routes for reporting unethical behaviour. (K24)	Applies team working principles. (S7) Follow equity, diversity and inclusion legislative guidance and principles. (S18) Apply ethical principles. (S19)	Contribute to an inclusive and diverse culture. (B4) Team-focus to meet team goals including, considering the wider build team. (B6) Adapt to new and changing situations. (B7)
Continuing professional development and well-being K25 B5	Awareness of issues and common symptoms and warning signs of stress, anxiety, and depression, plus where to go for help and the resources available. (K25)	None	Seek learning and development opportunities. (B5)

Supporting information

External quality assurance

Edit external quality assurance - eqa form

Option selected: Ofqual

EPA menu