

**Centre Number:** 72894  
**Centre Name:** STARTRIGHT TRAINING LTD  
**SV Number:** 507451  
**SV Name:** MR S CONNER  
**Sampling Method:** Visit  
**Visit/Sampling Date:** 02/06/22  
**Duration of visit/sampling (hours):** 4  
**Number of assessment sites:** 1  
**Assessment site visited:** N/A Remote sampling due to COVID-19 restrictions  
**Records required prior to the sampling were forwarded to SV by the centre as specified in the VRP:** Yes

**Programmes**

Programme Number	Level	Programme Name	Visit No.	No. of Candidates					Outcome	Direct Claim Status
				Registered	Active	Sampled	Interviewed	Observed		
BCSM5	PBL1A	HEALTH AND SAFETY IN A CONSTRUCTION ENVIRONMENT	3	5	2	2	NO	NO	Certification Released	YES

### Sampling Rationale:

The sample has looked at the full unit for one learner and a formative sample of the remaining learner to ensure that claims are valid. The audit trail has been checked from issue of assignment briefs to completion to ensure all requirements are met.

### Sampling Assessment Decisions

<b>Programme:</b>	<b>Unit Sampled:</b>	<b>Candidate Name:</b>	<b>Assessor Name:</b>
BCSM5	Unit 1	Alex Pallas	Stephen Grice
<b>Source of Evidence</b>			
<b>Observation:</b>	NO	<b>Work based:</b>	NO
<b>Simulation:</b>	NO	<b>Professional discussion:</b>	NO
<b>Others:</b>	YES	<b>Product:</b>	NO
<b>Expert Witness:</b>	NO	<b>Witness testimony:</b>	NO
<b>Questions:</b>	YES	<b>Expert Witness:</b>	NO
<b>Is the evidence (VARCS):</b>	Valid?	YES	<b>Authentic?</b> YES
<b>Current?</b>	YES	<b>Reliable?</b>	YES
<b>Sufficient?</b>	YES	<b>Assessment decision confirmed?</b>	YES
<b>Internal Verifier</b>			
<b>Has this been sampled by the Internal Verifier?</b>		YES	
<b>Date:</b>		25/03/22	
<b>Is IV accredited?</b>	YES	<b>If 'No', has the sample been validated?</b>	
<b>Is there an IV report on file</b>	YES		
<b>Assessment</b>			
<b>Is the assessor accredited?</b>		YES	
<b>Is there an assessor report on file?</b>		YES	
<b>Final Assessment Date:</b>		18/03/22	
<b>Assessment decision confirmed?</b>		YES	
<b>Programme:</b>	<b>Unit Sampled:</b>	<b>Candidate Name:</b>	<b>Assessor Name:</b>
BCSM5	Unit 1 LO2 Formative	Ryan Snidall	Stephen Grice
<b>Source of Evidence</b>			
<b>Observation:</b>	NO	<b>Work based:</b>	NO
<b>Simulation:</b>	NO	<b>Professional discussion:</b>	NO
<b>Others:</b>	YES	<b>Product:</b>	NO
<b>Expert Witness:</b>	NO	<b>Witness testimony:</b>	NO
<b>Questions:</b>	YES	<b>Expert Witness:</b>	NO
<b>Is the evidence (VARCS):</b>	Valid?	YES	<b>Authentic?</b> YES
<b>Current?</b>	YES	<b>Reliable?</b>	YES
<b>Sufficient?</b>	YES	<b>Assessment decision confirmed?</b>	YES
<b>Internal Verifier</b>			
<b>Has this been sampled by the Internal Verifier?</b>		YES	
<b>Date:</b>		24/03/22	
<b>Is IV accredited?</b>	YES	<b>If 'No', has the sample been validated?</b>	
<b>Is there an IV report on file</b>	YES		
<b>Assessment</b>			
<b>Is the assessor accredited?</b>		YES	
<b>Is there an assessor report on file?</b>		YES	
<b>Final Assessment Date:</b>			
<b>Assessment decision confirmed?</b>		YES	

### **Recognition and Assessment Criteria**

	<b>Criterion</b>	<b>Outcome</b>	<b>Yes/ No</b>
MS	MANAGEMENT SYSTEMS		
MS1	The centre's aims and policies in relation to NVQs are supported by senior management and understood by the assessment team.		Y
MS2	The centre's access and fair assessment policy and practice is understood and complied with by assessors and candidates.		Y
MS3	The roles, responsibilities, authorities and accountabilities of the assessment and verification team across all assessment sites are clearly defined, allocated and understood.		Y
MS4	There is effective communication within the assessment team and with the awarding body.		Y
MS5	Awarding bodies are notified of any changes that may affect the centre's ability to meet the centre approval requirements.		Y
MS6	Assessors and verifiers have sufficient time, resources and authority to perform their roles and responsibilities effectively.		Y
MS7	Information supplied to the awarding body for the purposes of registration and certification is complete and accurate.		Y
MS8	Queries about the qualification specification, assessment guidance or related awarding body material are resolved and recorded.		Y
MS9	Candidate records and details of achievements are accurate, kept up to date, securely stored in line with awarding body requirements, and available for external verification and auditing.		Y
MS10	Requests are complied with for access to premises, records, information, candidates and staff for the purpose of external verification.		Y
CR	CENTRE RECOGNITION CRITERIA		
CR1	There are sufficient competent and qualified assessors - as specified within the overarching assessment strategy for the sector* - to support the assessment of units and the programme		Y
CR2	There are sufficient competent and qualified internal verifiers - as specified within the overarching assessment strategy for the sector** - to support the assessment of units and the programme		Y
CR3	A system of professional updating explicitly linked to individual development plans is maintained for all assessors and internal verifiers		Y
CR4	Resource requirements for the effective delivery of the programme are accurately identified in relation to the specific qualification		Y
CR5	The identified resource requirements for the effective delivery of the programme are sufficient and accessible to all learners		Y
CR6	The centre ensures that equipment and facilities comply with relevant safeguarding, health and safety and other regulatory requirements		Y
CR7	The centre provides Edexcel with access to premises, people and records, and to cooperate with Edexcel monitoring activities		Y
CR8	Changes to programme personnel are notified to Edexcel		Y
CR9	The centre has signed and agreed terms and conditions for Centre Approval.		Y
LS	LEARNER SUPPORT		
LS1	Information, advice and guidance about qualification procedures and practices is provided to learners and potential learners		Y
LS2	Learners' previous experience and development needs are matched against the requirements of the award and individual development/action plans are established		Y
LS3	Where appropriate, literacy, numeracy & I.T. skills are evaluated and support agreed with learners		Y
LS4	Roles and responsibilities (including health and safety) of the learner and others involved in the process are explained		Y
LS5	Learners receive regular, ongoing guidance and support suited to their needs		Y
LS6	Individual assessment requirements of learners are identified and met where possible		Y
LS7	There is a documented appeals process which meets Edexcel's requirements and which is explained to learners		Y
LS8	Access to unit certification is explained and available to learners		Y
AV	ASSESSMENT AND VERIFICATION		
AV1	Assessment is carried out by occupationally competent and qualified staff, as specified within the overarching assessment strategy for the qualification		Y
AV2	All decisions of unqualified assessors are validated by qualified, occupationally competent Assessors		Y
AV3	Assessment tools are suited to the NVQ and capture evidence effectively and efficiently		Y
AV4	Assessment is planned effectively to make best use of naturally occurring evidence opportunities		Y
AV5	Assessment is undertaken on an holistic rather than piecemeal basis		Y
AV6	Performance evidence from the learner's own working environment is the predominant source of evidence		Y
AV7	The range of methods used ensures equality of access to assessment for all learners		Y
AV8	The IV strategy sets out a clear and feasible rationale for sampling assessment decisions and assessment practice		Y
AV9	Assessment practice and decisions are systematically sampled and recorded		Y
AV10	Validation of summative assessment decisions is completed by qualified Internal Verifiers		Y
AV11	Results of sampling are acted upon and feedback given		Y
AV12	The IV system is used pro-actively to improve assessment practice		Y
AV13	Training and development is carried out to address identified needs of assessors and internal verifiers		Y

AV14	The effectiveness of the internal verification strategy is regularly reviewed against national requirements including the JAB guide		Y
R	RECORDS		
R1	Records of assessment and internal verification are made available for the purposes of auditing		Y
R2	Records of assessment and internal verification activity are maintained in line with Edexcel requirements		Y
R3	A mechanism is in place to ensure that the centre's achievements are monitored and reviewed and used to inform future centre qualification developmental activity		Y
R4	Learner, employer and other feedback is used to evaluate the quality and effectiveness of qualification provision against the centre's stated aims and policies, leading to continuous improvement		Y
R5	A mechanism is in place to ensure that actions identified by external verification visits are disseminated to appropriate staff and corrective measures are implemented		Y
R6	Learner achievement and assessment outcomes are monitored and reviewed in relation to the centre's equal opportunities policy		Y
DP	SIGNIFICANT FAILINGS IN DELIVERY OF PROGRAMME(S)		
DP1	Assessment process disadvantages learners		N
DP2	Assessment decisions are unfair		N
DP3	No qualified internal verifier		N
DP4	Assessment does not meet national standards		N
DP5	The centre fails to provide access to requested records, information, learners and staff		N
DP6	Assessed evidence is not the authentic work of learners		N
DP7	Records of assessment show serious anomalies		N
DP8	Certification claims made before all the requirements of assessment are satisfied		N
DP9	Previously agreed corrective measures relating to 'Action Points' are not implemented		N
DP10	Previously agreed corrective measures relating to suspension of DCS are not implemented		N

**Programmes**

Prog No	Level	Programme Name	Verification Outcome	Override	Direct Claim Status
BCSM5	PBL1A	HEALTH AND SAFETY IN A CONSTRUCTION ENVIRONMENT	Certification Released		YES

### Actions for centre

Criterion Reference	Action	Target Date
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### Action points from previous report(s)

Criterion Reference	Action	Target Date
MS7	The information requested in support of the active Candidate was not provided - Assessment Records in support of the on-going Candidate is to be provided to support certification. The information provided by the Centre was for a Candidate not Registered to the award, though the Centre have requested certification - The candidate must be registered and additional information provided to support achievement, see sampling section.	20/06/22
MS9	See comments and actions within MS7	20/06/22
MS10	As noted in MS7, information requested to support the active cohort was not provided, see actions in MS7.	20/06/22
CR7	See MS10 above	20/06/22
R1	As noted in MS7	20/06/22
DP8	See MS7	20/06/22

### Actions needed by Standards Verifier

Action	Target Date
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### Additional Comments

#### **Centre Recognition Criteria:**

The centre has a single tutor/assessor and single IQA delivering the qualification to 5 learners. Two learners remain active on programme with a claim made against one completed learner. CPD records and development plans are confirmed for the staff members. The qualification is delivered utilising Pearson BTEC workbooks which have been internally verified within the centre prior to issue.

#### **Learner Support:**

See Lead standards Verifier report by Mr G Savage dated 24/1/22 for details of this section. This section is rated Low Risk with a rating of 14

#### **Assessment and Verification:**

The centre currently delivers the single qualification utilising Pearson approved workbooks. There is evidence of internal verification of the assignment brief prior to issue to the learners. The workbook is suited to the qualification and assessment has been carried out as work progresses providing feedback to the learner at salient points.

It may assist the learner to identify minor spelling mistakes throughout the qualification as well as providing constructive feedback throughout the process to assist the development of the learner over the course. The responses provided by the learners are generally good although some could be expanded upon a little to ensure that the criteria are fully covered. All criteria have been met throughout the samples taken.

Internal verification is timely and provides actions for the assessor where appropriate. Actions raised have been closed out and signed by both assessor and internal verifier.

Records of assessment and internal verification were made available for the purpose of this sample. Two learner records were provided in paper format which were copies of the records held within the centre. There is clear evidence of internal verification activity both prior to issue of the assignment briefs and throughout the qualification. All records are well maintained with appropriate dates in relation to internal verification activities.

The full audit trail provided was exemplary with all required processes and procedures completed and recorded. All actions have been closed out and recorded.

No significant failings in delivery were identified within the sample. All records of both assessment and internal verification were provided to demonstrate support of the learners throughout the qualification.

#### **Centre Personnel:**

No changes have been identified within the centre. The staffing consists of the following members:

Stephen Grice - Tutor/Assessor  
Mark Neville - Internal Verifier

#### **Areas of good practice:**

Good levels of internal verification.  
Very good audit trail throughout the process

**Candidate support review completed:** N

#### **At the centre, action points were discussed and agreed with...**

**Name:** Stephen Grice

**Position:** Tutor/Assessor

#### **Staff seen on visit:**

N/A Remote sample  
Discussions held by telephone with Stephen Grice

Candidates for Limited Certification

Prog No	Level	Programme Name	Reg No	Learner Name
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