

Apprenticeship standard (England only)




Gas Engineering

Industry: Building Services Engineering

City & Guilds code: 9074

LARS number: 74



-  **Minimum duration: 18 months**
-  **Funding band: 15 (£27,000)***
-  **Level 3**

*Funding bands from May 2017

On-programme learning: Available

End-point assessment (EPA): We're on the register for EPA organisations

A gas engineer installs, commissions, decommissions, services and repairs gas appliances in a domestic or non-domestic setting. They have detailed knowledge of their craft and should deliver a high level of customer service and follow health and safety laws. They typically work on appliances such as central heating boilers, unvented hot water storage, ducted air heaters, cookers and space heaters. The role is physical and may involve lifting and moving equipment, working at heights and in confined spaces.

The new standard was approved by the Department for Business, Energy & Industrial Strategy (BEIS) in February 2016 and directly replaces the the Level 3 Gas Utilisation (6014).

City & Guilds – helping you with an expert solution

There are four stages where we can work together to help your apprentices from the start through to successful completion of their training.



Plan

Helping you plan and prepare for the new standards with a bespoke solution to make the most of your investment in apprentices.



Attract

Simple online vacancy and candidate set up, TalentPortal can connect you to the talent you need to fill your apprenticeship vacancies.



Deliver

High-quality, online and offline content to help draw out the skills, knowledge and behaviours to prepare apprentices for end-point assessment as well as tracking options to monitor performance.



Assess

Support for you and your apprentices to prepare for end-point assessment by our first-rate, fully trained assessors. Our simple, flexible service meets the demands of your team and your partners.

The apprentice journey



1 On-programme (deliver)

Training and development takes place during this part of the apprenticeship. It may include a qualification if set in the standard.

Formative assessment of skills, knowledge and behaviours is required in the delivery of the standard and this will be outlined in the assessment plan.

Apprentices have to reach a minimum level of maths and English set by the standard. If they've not previously achieved this, they'll need further study and support.

1 On-programme: what apprentices need to learn

On-programme is the learning phase for apprentices to pick up the skills, knowledge and behaviours set in each standard. Apprentices need to complete 20% off-the-job training during the on-programme phase of their apprenticeship. Specific rules govern this and it must take place in the apprentice's contracted hours. You can track and authorise the 20% through our e-portfolio, Learning Assistant.

There are three stages in this on-programme:

Induction and Core Skills Training Stage 1 – to teach safe working and includes demonstrating and carrying out health and safety practices in gas utilisation as well as building services and structures.

Knowledge Training Stage 2 – at a workplace or training centre and includes written or practical assignments and knowledge assessments. These are graded against specific module/options. Apprentices then choose an optional pathway.

Workplace Training Stage 3 – a work log of practical activities, skills and competencies, and a practical observation of work activity in terms of quality and behaviour.

Our resources and tools that support on-programme delivery

Our core content for this standard covers Prevent, British values, equality and diversity, and health and safety which give you the basics to deliver the standard and satisfy regulators. It's a blend of e-learning and downloadable content.

We also have:



Optional qualification

The mandatory units of the 9074 are closely aligned to the content of the apprenticeship standard and enhance the on-programme learning for the apprentice and employer.



Task manual

The Gas Engineer task manual guides learners through step-by-step tasks that develop the skills, knowledge and required behaviours. Available in print and as part of our e-portfolio.



Gas Engineering work log

The work log enables apprentices and all relevant stakeholders to assess the candidate's progress at each stage of their apprenticeship. Available in print.



Learning Assistant

Learning Assistant is an innovative and cost effective e-portfolio solution that allows colleges and training providers to dramatically improve the delivery of their vocational qualifications by tracking progress in real time online.



SmartScreen

Virtual learning – engaging and interactive e-learning modules allow apprentices to work at their own pace. The content covers the majority of modules, preparing apprentices for their end-point assessment. Tutors can track activity and results.



Guidance documents

- Handbooks containing the knowledge qualifications with learning guidance.
- Advice on gathering evidence for the practical standards and behaviours.
- Qualification handbook.

Maths and English requirements

If your apprentices need to complete maths and English, our popular Functional Skills qualifications fit within apprenticeship programmes and cover the core maths and English requirement for the workplace and further study. We have an extensive support package available, including e-Functional Skills, and an online teaching and learning platform, which guides learners from an initial and a diagnostic assessment, through to being exam ready.

Find out more: [cityandguilds.com/functionalskills](https://www.cityandguilds.com/functionalskills)



2 Gateway

The employer and provider must sign off the apprentice as ready to move on to end-point assessment.



3 Assess

The end-point assessment must demonstrate that the apprentice can perform in the occupation in a fully competent, holistic and productive way.

The assessment will be graded if required by the standard.

The assessment organisation and assessor must be independent of, and separate from, the training provided by the provider and employer.



4 Apprenticeship certificate

On successful completion, the end-point assessment organisation will apply to the Education and Skills Funding Agency (ESFA) for the apprenticeship certificate. The certificate is sent to the apprentice's employer.

2 Gateway

To move on to EPA the apprentice must complete the three-stage Induction and Core Skills Training, Knowledge Training, Workplace Training as well as maths and English Level 2.

This lets apprentices build the full range of skills, knowledge and behaviours needed for EPA.

3 End-point assessment (EPA): how apprentices demonstrate their learning

End-point assessment (EPA) is the final stage that an apprentice goes through to complete their apprenticeship. The apprentice must show their learning to an independent end-point assessor and the grades available are distinction, pass or fail.

The apprentice submits a portfolio with a Gas Safe® registration certificate, competency test and work log review. The portfolio shows the skills, knowledge and behaviours for the core and specific requirements of the standard. The overall grading available is pass or distinction. Assessment events for this standard are:



Gas Safe registrations

Apprentices must legally achieve Gas Safe® registration as they need to prove competence in using appliances that contain Natural Gas or Liquid Petroleum.

The Nationally Accredited Certification Scheme for Individual Gas Fitting Operatives (ACS) is the industry recognised and accepted route to gain a certificate of competence needed to become a member of the Gas Safe® Register.



Competency test

A practical assessment known as a 'competency test' after achieving Gas Safe® registration.

Apprentices must show core and specific skills, knowledge and behaviours in a real world environment.

It may take place over a number of days and must cover four appliances in different, realistic working environments.



Work log interview/review

In the last three months of the apprenticeship, a technical expert will review the apprentice's portfolio and undertake a summative assessment of competence against the skills, knowledge and behaviours. Completing the work log and assessments lead to eligibility for Gas Safe® registration.

Our resources and tools that support end-point assessment

We are on the register of end-point assessment organisations and our EPA service includes support resource as well as flexibility around assessment delivery and a dedicated EPA team to support you.



EPA preparation tool

Online content to help the apprentice feel ready for their EPA experience. Personalised to their confidence levels and the standard, they're sent free access details once they're registered with us for EPA.



EPA team

Our dedicated EPA team is on hand to help with bookings and questions on anything from the assessment process to evidence portfolios.



EPA pack and guidance

Let our support, including short videos and how to guides help you get to grips and stay on track with the EPA process.



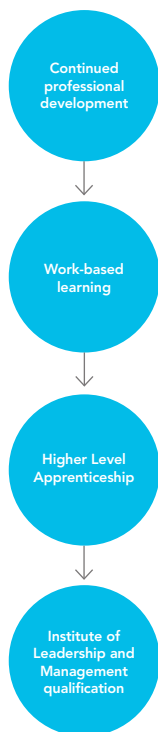
4 Apprenticeship certification

As well as receiving their Institute for Apprenticeships (IfA) apprenticeship certificate, the apprentice will receive a City & Guilds statement of achievement for end-point assessment.

Progression with City & Guilds Group

Develop new and existing talent at all levels with ILM management apprenticeships including: Team Leader/Supervisor Level 3; Operations/Departmental Manager Level 5; Chartered Manager Degree Level 6 and the Senior Leader Master's Degree Level 7.

Post-apprenticeship



Successful apprentices are eligible for membership with the Institution of Gas Engineers and Managers (IGEM) and professional registration as an Engineering Technician (EngTech)

It's been developed to meet the needs of employers and designed with input from a trailblazer group including: Carillion Services, Cofely, Dixons Carphone, Great Bay Ltd, Homeserve, Mears Group, Mitie, PH Jones, Premier Energy Solutions, Robert Heath Heating Ltd, Energy & Utilities Skills, Heating & Hot Water Industry Council, Institution of Gas Engineers & Managers.

How our offer supports you:

Supportive payment structure

When you choose us for EPA you pay a small registration fee and the balance once the EPA has taken place and results submitted.

Personal support

Our Technical Advisors, Business Managers and Customer Service teams are on hand to help you with all aspects of apprenticeships.

Specialist online tools

Our e-Functional Skills can boost maths and English; Skills Zone develops workplace behaviours and skills; and our e-portfolio, Learning Assistant, lets you manage assignments and track the 20% off-the-job training requirement.

Events and webinars

We deliver a range of events and webinars run by industry specialists to advise and guide you, including regional networking and CPD events.



More information

If you're a City & Guilds centre, visit Walled Garden or contact your Business Manager to find out prices and if any elements are extra to the package. If you're a new customer, contact apprenticeships@cityandguilds.com to find out more.

Or visit cityandguilds.com/apprenticeships for full information on our apprenticeship products and services. Visit i-l-m.com/apprentice for information on management apprenticeships.