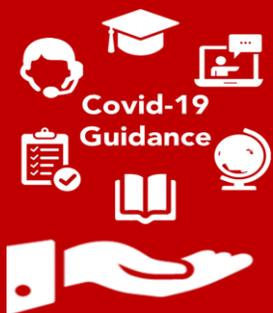


# Qualification assessment adaptation guidance

## Scottish regulated qualifications

## Scottish Credit Rated qualifications

For the period of:  
September 2021 – August 2022





## Contents

1	Introduction.....	4
2	Adaptation .....	5
2.1	Learner eligibility .....	5
2.3	Work experience / work placements .....	8
3	Adaptations advice .....	9
4	Special Consideration.....	10
5	Quality assurance.....	10
5.1	Assessment.....	10
5.2	Internal Quality Assurance.....	10
5.3	External quality assurance.....	10
6	Scottish qualifications list .....	11
7	Further advice and guidance .....	21



## Version history

This is version 3.0 of the City & Guilds / ILM Qualification assessment adaptation guidance document. This version replaces all previous versions and it is the centre's responsibility to ensure that all staff involved in the provision of City & Guilds / ILM qualifications and/or assessments familiarise themselves with this version of the document.

This document is subject to revision and maintained electronically. Electronic copies are version controlled. Printed copies are not subject to this control.

Version	Amendment type	Section
3.0 (August 2021)	Removal of information on 'remote assessment', as this is now an option for assessment (where feasible) not an adaptation. A specific 'remote assessment' guide will be produced shortly.	3 (previous version)
3.0 (August 2021)	Removal of references to TAG process	Throughout document
3.0 (August 2021)	Removal of section of alternative evidence for on-demand e-volve exams	2.2.5 (previous version)
3.0 (August 2021)	Clarification on requirements for work placements/ employer involvement	2.3
3.0 (January 2022)	Update on guidance for applicable to all Hairdressing, Beauty and Complementary qualifications	Appendix A



## 1 Introduction

Over the past two years, since the Covid-19 pandemic began, City & Guilds has worked in consultation with regulators and other awarding organisations/bodies, to adapt assessments, to ensure that learners were still able to receive valid and reliable results for assessments attempted in this period.

The government's intention is that assessments for Vocational and Technical Qualifications go ahead for the 2021/22 academic year. It is recognised that learners who will be taking assessments will have had significant disruption to their teaching and learning and they may need continued support in the face of any further disruption. Centres should plan to, and wherever possible, deliver all assessments in line with the requirements set out in City & Guilds handbooks and assessment materials. However, where this is not possible City & Guilds has devised adaptations that mitigate disruption caused by the pandemic to teaching, learning and assessment for learners is permitted, under Ofqual's Vocational and technical qualifications contingency regulatory framework (VCRF).

This guidance document sets out the generic guidance for adaptations available for our qualifications and the conditions for their usage. We have also created sector specific adaptation guidance that will detail which adaptation approaches are permitted for each qualification and may also include some qualification specific adaptation guidance. Sector guidance is available on the [2021-22 Adaptations – Covid-19](#) page of the website and must be read alongside this document.

Please note

- Centres can only adopt the adaptation approaches specified in the relevant sector guides for qualifications they are delivering. Use of any unauthorised adaptations would constitute malpractice.
- It is very important if you have any queries about whether an adaptation approach is appropriate, to contact City & Guilds before delivering any assessments using them.
- This guidance applies to regulated qualifications in the UK and Ireland.
- Teacher assessed grades (TAGs) only remain available to learners who were due to take an assessment between 1 August 2020 and 31 August 2021. All evidence used towards a TAG must be generated and dated on or before 31 August 2021.



## 2 Adaptation

Assessment adaptations are designed to allow centres flexibility in administering assessments within local/national guidelines, and to support them in responding to short-notice impacts caused by Covid-19.

Existing flexibility is already built into the assessment conditions of some qualifications, so centres should also consider how they can be utilised to mitigate against logistical issues caused by the current situation.

Assessments should be completed under the standard conditions, as described in the Qualification Handbook and assessment materials. Where this is not possible, certain assessments can be adapted. Specific detail on which assessments are permitted to be adapted and the controls in place for doing so, will be published in the '2021 - 2022 Adaptations' sector-specific guidance documents (hereafter referred to as 'sector guides'). Centres must ensure that they administer adapted assessments in line with this guidance. It is not permitted for centres to develop their own adaptation approaches.

We have proposed adaptation for assessments where:

- their validity will be maintained,
- the scope and rigour remain unchanged,
- this is manageable for centres,
- the security of assessment is upheld,
- it does not conflict with identified health and safety or safeguarding issues.

For some qualifications, no mitigation is required as assessments can continue to be administered according to the guidance within the qualification handbook and assessment material.

### **Differences between the application of adaptations for qualifications regulated by SQA and SCQF credit rated qualifications**

For some qualifications regulated by SQA, the use of Q&A or Expert Witness Testimony, for example, to support learners with the completion of unfinished assessments is permitted. Centres may also administer remote assessments and remote invigilation of e-volve tests.

SQA, the regulator, consider these adaptations as flexibilities in relation to the conditions and controls for assessments and the delivery of the assessments, rather than an adaptation to the agreed assessment methodology. Therefore, where such flexibilities are permitted for qualifications regulated by SQA the approach used for these qualifications in this guide is 'no adaptations required'.

The classification used for our SCQF qualifications is aligned with the classification used for our equivalent Ofqual regulated qualifications, as they share the same assessment strategy/plan thus a consistent approach to assessment delivery is required. For these qualifications any permitted adaptations are classed as 'adapt'.

In the event of any large-scale (i.e. national) measures or restrictions being implemented we will advise centres on the appropriate course of action to ensure learners can achieve their results.

### **2.1 Learner eligibility**

The adaptation approaches within this document are available to learners who

- are undertaking their assessment in the United Kingdom and Republic of Ireland.
- are scheduled to complete their qualification or assessments during the 2021/22 academic year.



For any learners where access arrangements have been agreed (for example a reader or extra time), this should be taken into consideration in any adaptation approaches. If centres have queries about adaptations and access arrangements, they should contact [policy@cityandguilds.com](mailto:policy@cityandguilds.com)

## 2.2 Examples of assessments and possible adaptations

The main types of adaptation available across different types of assessment are described in the following section. Centres must refer to the relevant sector guides, as they provide further detail of the specific adaptations that are permitted for individual qualifications and assessments. This document contains general guidance around the type of adaptations found within these guides.

### 2.2.1 Portfolio-based assessments

Some qualifications require learners to hold portfolios of evidence, which are internally assessed by the centre and externally quality assured by City & Guilds. They are made up of learner evidence, supported by an assessment record identifying the assessment criteria that have been met.

It is possible to undertake some assessment activities relating to the collection of portfolio evidence remotely, using live video (e.g. for direct observation by the assessor).

The relevant sector guide will indicate the permissible adaptations for each qualification/unit where evidence is collected in a portfolio. The adaptation will be in relation to the collection of types of evidence. Examples of the types of evidence used in portfolios are described below:

Expert Witness Testimony	The use of additional expert witness testimonies from qualified, occupationally competent individuals to act as evidence in place of, or to supplement, other assessment activities.
Professional Discussion	The use of a professional discussion element to provide evidence of coverage that may not be possible for learners to produce through typical assessment methods at this time.
Simulation	The use of simulation to assess activities that would typically have occurred in a certain (e.g. real work) environment.
Observation	In some instances where direct observation by an assessor is not possible, the number of required observations for assessment may be reduced. In other instances, alternative methods of assessment may be accepted.
Reflective accounts/statements	The use of reflective accounts or statements that learners can provide to detail activities previously undertaken. The specific guidance will state where retrospective reflection is permitted.

Not all types of evidence are suitable for all qualifications and not all types of evidence will be able to be adapted. Centres must ensure the content and range of qualifications is fully covered and adaptations only used where there is sufficient evidence to make a reliable and valid assessment judgement.

If centres are unsure about whether an adaptation to learner Portfolio evidence is permissible, they must refer to the relevant sector guide.



## Using video evidence

For some portfolio-based assessment, video can be used to capture learner evidence, as indicated in the relevant sector guide. In these instances, centres must:

- test all video or audio equipment before the assessment begins,
- instruct learners to clearly state their full name and learner enrolment number,
- ensure that assessors can clearly view all aspects of learner performance,
- follow the specific guidance in the assessment materials in terms of what specific aspects of assessment are being viewed,
- use a quiet location, free from background noise.

### 2.2.2 Centre marked assessments

For assessments that are externally set by City & Guilds, internally marked by centres, and completed under specified controlled conditions, adaptations may include:

- **Knowledge-based written assessments**  
The use of a range of adaptations has been specified, depending on the qualification, but typically includes a relaxation of control conditions, or an adaptation to the mode of delivering the assessment.
- **Practical assessments**  
These will usually be completed without adaptation, however, for some types of qualification where Covid-19 may have restricted or limited assessment opportunities, sector specific guides will contain detailed guidance on the specific adaptations that are permitted.

### 2.2.3 City & Guilds set and marked dated exams

As stated previously, the government's intention is that examinations go ahead for the 2021/22 academic year.

Dated exams must be sat on the scheduled day, as scheduled within Walled Garden. However, centres can stagger sittings of the exam throughout that day, to accommodate social distancing requirements, if necessary. Learners who have completed the exam must be kept separately from those yet to sit the exam. They must also be supervised to ensure that they do not discuss the content of the exams, until all learners have sat the exam. This means remaining in exam conditions without access to phones or the internet.

For qualifications where there is more than one exam series in a year, if learners miss one series, they can sit the exam on the next date.

Where this is not the case, centres may be eligible to be able to apply for special consideration. Further information is available in our revised Special Consideration guidance.

### 2.2.4 City & Guilds set and marked on-demand paper-based exams

If an on-demand exam cannot be sat on the date on the Invigilation Certificate (the attendance register), it can be rescheduled. Exams can usually be moved by up to five working days before or after the exam. If this is not sufficient, the centre should contact City & Guilds for further guidance.



## **2.3 Work experience / work placements**

For those qualifications where work experience and/or work placements are a requirement of the qualification, we want to provide some flexibility to allow centres to meet these requirements.

We have expanded the list of acceptable employer involvement and work experience activities to include more remote / recorded activities and are encouraging centres to share resources and collaborate, where possible, to enable all learners to meet requirements. Further information will be in the relevant sector guides.

There are some instances where flexibility is introduced to the number of hours of work experience required. Where we do so however, this does not prevent centres from enabling learners to fully meet the original requirement, where they are able to do so. Work experience/placements are designed to further enrich the learner experience for vocational qualifications.



### 3 Adaptations advice

In the interests of good practice, centres might want to consider the following advice on adaptations when planning their assessments for this year:

Selecting units	<p>Some qualifications include centre-assessed units/components. Centres can consider which units can be completed remotely when selecting units this year. In making the decision, it may help to consider the assessment requirements, for example:</p> <ul style="list-style-type: none"> <li>• the equipment and resources the learner would need,</li> <li>• if other people are required (e.g. clients or participants).</li> </ul>
Forms of evidence	<p>For portfolio-based assessment, a range of evidence can be used. Centres may want to review the evidence that could be used for different units for this year, so it can be generated remotely. It may also be possible to use some evidence for more than one unit.</p> <p>Centres should also consider:</p> <ul style="list-style-type: none"> <li>• the learner's preferences (e.g. would they prefer producing written work or joining online meetings / video calls),</li> <li>• the technology and other equipment that the learner has access to, either at home or in the workplace.</li> </ul>
Planning assessments	<p>Dated exams must be taken at the scheduled date. For other assessments, centres have some choice about when the assessment takes place. Centres might want to consider scheduling some assessments earlier in the year, for example any e-volve tests.</p> <p>For on-demand exams, where centres are scheduling them on specific dates, they should also schedule contingency dates in case there are any issues with the original date.</p> <p>Centres may also want to plan for additional assessment opportunities in case some learners are unavailable (for example due to self-isolating).</p>
Record keeping	<p>Centres must keep clear records of the assessments their learners have completed, along with any mock or formative assessments. Where possible, these should be stored electronically, City &amp; Guilds may ask for copies of these documents as part of the quality assurance or special consideration process.</p> <p>All assessment records must clearly state where assessments have been adapted.</p>



## 4 Special Consideration

We have revised our Special Consideration policy to address specifically the potential impacts of Covid-19 on learners. This will take into consideration both individual and cohort-level mitigations to those whose performance is impacted, or who are unable to complete the assessments at all.

Alongside revisions of our existing special consideration processes, we have made provisions for instances where learners are unable to complete assessments due to Covid-19. Special consideration provision uses an agreed minimum requirement of available learners' evidence, other completed assessments, and tutor observations to establish an appropriate result. Where this minimum requirement is not met, Special Consideration will not be applied, and learners will need to re-sit assessments.

Further information is available in the published guidance.

## 5 Quality assurance

This section provides centre staff with details of the actions they need to follow to meet our quality assurance requirements for adapted assessments.

All centre internal quality assurance requirements, and external quality assurance activities undertaken by City & Guilds / ILM still apply to the adapted assessments unless specified in the sector-specific guides.

### 5.1 Assessment

When considering what, if any assessment adaptations are appropriate / required, centre assessors must complete the following steps:

- Review the assessments each learner needs to complete to identify which will require adaptation.
- Record this in the learners' assessment plans.

In administering assessments, centre assessors must:

- Review all the evidence, make sound assessment decisions, and clearly record these, for all assessments, whether they are adapted or not.
- Clearly record which assessments have been adapted and which adaptation approach was taken.

### 5.2 Internal Quality Assurance

All our standard quality assurance processes continue to apply to adapted assessments and must be followed by centres. Please refer to our [Quality Assurance Standards: Centre Assessment](#) document for further information.

### 5.3 External quality assurance

EQA activity for adapted assessments will usually be carried out remotely. In rare instances, a centre visit may be required, in line with published safety guidelines and with prior agreement with the centre.



EQAs will maintain their usual sampling practice. EQAs will plan, select, and review their sample of your processes and record their findings on a CAR sampling report. As part of their remote sample, EQAs will carry out interviews of learners by phone or via online meetings.

Please refer to our [Quality Assurance Standards: Centre Assessment](#) document for further information on our external quality assurance activities.

Before completing any adapted assessments, centres must complete the Centre Adaptation Intention Form, available [here](#). Details of where adapted assessments have been used and for which learners must be shared with the EQA as part of the preparation for the EQA activity. This information must be included in the CA2 in the Walled Garden, once the CA1 form has been received.

### 5.3.1 Head of centre responsibilities

The head of centre must:

- ensure that all assessment and claims submitted meet the criteria set by City & Guilds,
- report any suspected malpractice, please refer to [Managing Cases of Suspected Malpractice](#) for more details.

## 6. List of Scottish qualifications

On the next appendices section of this guide we list all Scottish regulated qualifications and Scottish credit rated qualifications across four appendices as follows:

- A – list of regulated qualifications for which adaptations are permitted;
- B – list of regulated qualifications for which adaptations are not permitted but flexibilities are allowed;
- C – list of credit rated qualifications for which adaptations are permitted;
- D – list of credit rated qualifications for which adaptations are not permitted, nor required.



## Appendices

### Appendix A

#### List of regulated qualifications where adaptation of assessments is permitted

Sector	Group Award	City & Guilds Qualification number	City & Guilds Qualification Title	Approach	Adaptations permitted
Beauty and Complementary Therapy	GL74 22	6011-01	SVQ 2 Beauty Therapy at SCQF level 5	Adapt	<b>Applicable to all Beauty and Complementary qualifications:</b>  <a href="#">Adaptations as signed off by Habia and approved by SQA valid until 30.06.2022</a>
Beauty and Complementary Therapy	GL75 23	6011-02	SVQ 3 Beauty Therapy at SCQF level 6	Adapt	
Beauty and Complementary Therapy	GL76 22	6011-03	SVQ 2 Nail Services at SCQF level 5	Adapt	
Beauty and Complementary Therapy	GL77 23	6011-04	SVQ 3 Nail Services at SCQF level 6	Adapt	
Hairdressing	GK7H 21	6009-01	SVQ 1 Hairdressing and Barbering at SCQF level 4	Adapt	<b>Applicable to all Hairdressing qualifications:</b>  <a href="#">Adaptations as signed off by Habia and approved by SQA valid until 30.06.2022</a>
Hairdressing	GK7J 22	6009-02	SVQ 2 Hairdressing at SCQF level 5	Adapt	
Hairdressing	GK7K 23	6009-03	SVQ 3 Hairdressing at SCQF level 6	Adapt	
Hairdressing	GK7L 22	6009-04	SVQ 2 Barbering at SCQF level 5	Adapt	
Hairdressing	GK7M 23	6009-05	SVQ 3 Barbering at SCQF level 6	Adapt	

#### Notes:

The adaptations for Hair and Beauty SVQs have been extended until 30 June 2022. These adaptations can be found in the [Habia statement](#) available in our Scotland covid-19 pages. As we continue to review we will provide you with updates.



## Appendix B

List of regulated qualifications where no adaptation is required but flexibilities are permitted.

Sector	Group Award	City & Guilds Qualification number	City & Guilds Qualification Title	Approach	Flexibilities permitted
Business Administration	GL9F 45	4436-20	SVQ in Business and Administration at SCQF level 5	No Adaptations required	<b>Applicable to all Business Administration qualifications:</b>  Can administer remote assessments/ assignments securely online
Business Administration	GL9F 45	4436-95	SVQ in Business and Administration at SCQF level 5	No Adaptations required	
Business Administration	GL9G 46	4436-30	SVQ in Business and Administration at SCQF level 6	No Adaptations required	
Business Administration	GL9G 46	4436-96	SVQ in Business and Administration at SCQF level 6	No Adaptations required	
Customer Services	GL7R 45	4427-20	SVQ in Customer Service at SCQF level 5	No Adaptations required	
Customer Services	GL7T 46	4427-30	SVQ in Customer Service at SCQF level 6	No Adaptations required	
Customer Services	GL7V 48	4427-40	SVQ in Customer Service at SCQF level 8	No Adaptations required	
Travel Services	GL1Y 22	4931-51	SVQ 2 Travel Services (Leisure and Business Travel Services) at SCQF level 5	No Adaptations required	
Travel Services	GL20 23	4931-61	SVQ 3 Travel Services (Leisure and Business Travel Services) at SCQF level 6	No Adaptations required	
Management	GN1E 47	8385-03	SVQ in Management at SCQF level 7	No Adaptations required	
Management	GN1F 49	8386-04	SVQ in Management at SCQF level 9	No Adaptations required	
Management	GN1F 49	8386-94	SVQ in Management at SCQF level 9	No Adaptations required	
Management	GN1G 51	8387-05	SVQ in Management at SCQF level 11	No Adaptations required	
Management	GN1G 51	8387-95	SVQ in Management at SCQF level 11	No Adaptations required	
Hospitality and Catering	GN89 45	7090-22	SVQ in Food and Beverage Service at SCQF level 5	No Adaptations required	
Hospitality and Catering	GN8A 44	7090-10	SVQ in Hospitality Services at SCQF level 4	No Adaptations required	
Hospitality and Catering	GN8C 45	7090-21	SVQ in Professional Cookery at SCQF level 5	No Adaptations required	



Hospitality and Catering	R652 04	7094-11	Scottish Certificate for Personal Licence Holders at SCQF Level 6	No Adaptations required	Remote invigilation of on-screen exams;
Hospitality and Catering	R653 04	7094-21	Scottish Certificate for Personal Licence Holders (Refresher) at SCQF Level 6	No Adaptations required	Remote invigilation of on-screen exams;
Construction	GM99 46	8172-01	SVQ in Carpentry and Joinery (Construction): Site Carpentry at SCQF level 6	No Adaptations required	<b>Applicable to all Construction qualifications:</b>  -Remote assessment: Video recording/live as per SQAs guidance on SVQs. -Simulations allowed for Skills tests, following CiTB consolidated assessment: Click <a href="#">here</a> to view
Construction	GN1N 46	8175-01	SVQ in Painting and Decorating (Construction) at SCQF level 6	No Adaptations required	
Construction	GN1P 46	8174-01	SVQ in Plastering (Construction) at SCQF level 6	No Adaptations required	
Construction	GN1X 46	8173-01	SVQ in Bricklaying (Construction) at SCQF level 6	No Adaptations required	
Food Manufacturing	GG7Y 22	4768-24	SVQ 2 Food and Drink Operations (Fish and Shellfish Processing Skills) at SCQF level 5	No Adaptations required	Remote assessment: Video recording/live as per SQAs guidance on SVQs.
Utilities	R227 04	2343-11	Certificate in Electrical Power Engineering - Substation Plant at SCQF Level 5	No Adaptations required	
Utilities	R227 04	2343-51	Certificate in Electrical Power Engineering - Substation Plant at SCQF Level 5	No Adaptations required	
Utilities	R228 04	2343-12	Certificate in Electrical Power Engineering - Underground Cables at SCQF Level 5	No Adaptations required	
Utilities	R228 04	2343-52	Certificate in Electrical Power Engineering - Underground Cables at SCQF Level 5	No Adaptations required	
Utilities	R229 04	2343-13	Certificate in Electrical Power Engineering - Overhead Lines at SCQF Level 5	No Adaptations required	
Utilities	R229 04	2343-43	Certificate in Electrical Power Engineering - Overhead Lines at SCQF Level 5	No Adaptations required	
Utilities	R200 04	2343-17	Certificate in Electrical Power Engineering - Distribution and Transmission (Technical Knowledge) at SCQF Level 5	No Adaptations required	Remote assessment: Q&A in place of short-answer test
Utilities	R201 04	2343-45	Diploma in Electrical Power Engineering - Distribution and Transmission (Technical Knowledge) at SCQF Level 6	No Adaptations required	Remote assessment: Q&A in place of short-answer test
Utilities	R096 04	2339-44	Diploma in Electrical Power Engineering - Wind Turbine Operations & Maintenance at SCQF Level 6	No Adaptations required	
Core Skills	multiple	3658-01	Workplace Core Skills (2008)	No Adaptations required	



Core Skills	multiple	3658-90	Workplace Core Skills (2008)	No Adaptations required	<p><b>Applicable to all Transport Maintenance qualifications:</b></p> <ul style="list-style-type: none"> <li>-Remote invigilation of on-screen exams;</li> <li>-Remote assessment of internally marked assessments;</li> <li>-Video recording/live as per SQAs guidance on SVQs for assessor observations, where appropriate.</li> </ul>
Transport Maintenance	GL83 45	4310-42	SVQ in Light Vehicle Maintenance and Repair at SCQF level 5	No Adaptations required	
Transport Maintenance	GL83 45	5310-15	SVQ in Light Vehicle Maintenance and Repair at SCQF level 5	No Adaptations required	
Transport Maintenance	GL84 47	4310-43	SVQ in Light Vehicle Maintenance and Repair at SCQF level 7	No Adaptations required	
Transport Maintenance	GL84 47	5310-17	SVQ in Light Vehicle Maintenance and Repair at SCQF level 7	No Adaptations required	
Transport Maintenance	GL85 45	4310-52	SVQ in Heavy Vehicle Maintenance and Repair at SCQF level 5	No Adaptations required	
Transport Maintenance	GL85 45	5310-25	SVQ in Heavy Vehicle Maintenance and Repair at SCQF level 5	No Adaptations required	
Transport Maintenance	GL86 47	4310-53	SVQ in Heavy Vehicle Maintenance and Repair at SCQF level 7	No Adaptations required	
Transport Maintenance	GL86 47	5310-27	SVQ in Heavy Vehicle Maintenance and Repair at SCQF level 7	No Adaptations required	
Transport Maintenance	GN9X 46	4311-53	SVQ in Vehicle Paintwork Repair at SCQF level 6	No Adaptations required	
Transport Maintenance	GN9Y 46	4311-43	SVQ in Vehicle Body Repair & Alignment at SCQF level 6	No Adaptations required	
Transport Maintenance	GN9Y 46	5311-16	SVQ in Vehicle Body Repair & Alignment at SCQF level 6	No Adaptations required	
Transport Maintenance	R492 04	4390-42/ 5380-15	Diploma in Light Vehicle Maintenance and Repair Principles at SCQF Level 5	No Adaptations required	
Transport Maintenance	R493 04	4390-43/ 5380-17	Diploma in Light Vehicle Maintenance and Repair Principles at SCQF Level 7	No Adaptations required	
Transport Maintenance	R494 04	4390-52/ 5380-25	Diploma in Heavy Vehicle Maintenance and Repair Principles at SCQF Level 5	No Adaptations required	
Transport Maintenance	R495 04	4390-53/ 5380-27	Diploma in Heavy Vehicle Maintenance and Repair Principles at SCQF Level 7	No Adaptations required	
Transport Maintenance	R557 04	4391-42/ 5381-15	Diploma in Vehicle Body Repair at SCQF Level 5	No Adaptations required	
Transport Maintenance	R558 04	4391-43/ 5381-16	Diploma in Vehicle Body Repair & Alignment Principles at SCQF Level 6	No Adaptations required	



Transport Maintenance	R559 04	4391-52	Diploma in Vehicle Accident Repair Paint Principles at SCQF Level 5	No Adaptations required	
Transport Maintenance	R560 04	4391-53	Diploma in Vehicle Accident Repair Paint Principles at SCQF Level 6	No Adaptations required	



## Appendix C

### List of credit rated qualifications where adaptation of assessments is permitted.

Please consult the relevant sector guide on the [2021-22 Adaptations – Covid-19](#) page of our website for information **about the specific permitted adaptation** for each assessment method for the qualifications listed in this table. Please search by looking up the equivalent Ofqual linked QAN and qualification title.

Sector	Qualification Number	SCQF Qualification Title	Ofqual linked QAN	Ofqual linked qualification Title	Adaptations permitted
Beauty and Comp. Therapy	6909-05	Award in Contact Dermatitis Prevention at SCQF Level 5	500/5107/6	City & Guilds Level 2 Award in Contact Dermatitis Prevention	<b>CANNOT FIND ON THE sector GUIDE</b>
Construction	6619-01	Award in Construction Skills at SCQF Level 3	601/0405/3	City & Guilds Entry Level Award in Construction Skills (Entry 3)	Remote assessments
Construction	6619-02	Certificate in Construction Skills at SCQF Level 3	601/0283/4	City & Guilds Entry Level Certificate In Construction Skills (Entry 3)	
Construction	6619-03	Extended Certificate in Construction Skills at SCQF Level 3	601/0512/4	City & Guilds Entry Level Extended Certificate In Construction Skills (Entry 3)	
Construction	6619-04	Award in Construction Skills at SCQF Level 4	601/0324/3	City & Guilds Level 1 Award In Construction Skills	
Construction	6619-05	Certificate in Construction Skills at SCQF Level 4	601/0330/9	City & Guilds Level 1 Certificate In Construction Skills	
Construction	6619-06	Extended Certificate in Construction Skills at SCQF Level 4	601/0513/6	City & Guilds Level 1 Extended Certificate In Construction Skills	
Construction	6619-07	Diploma in Construction Skills at SCQF Level 4	601/0329/2	City & Guilds Level 1 Diploma In Construction Skills	
Construction	6619-08	Construction Skills (trade specific pathway) at SCQF Level 4	multiples	6219-08	
Construction	6805-13	Diploma in Bricklaying at SCQF Level 4	600/7913/7	City & Guilds Level 2 Diploma In Bricklaying	Remote invigilation Remote assessments
Construction	6805-23	Diploma in Bricklaying at SCQF Level 5	600/8083/8	City & Guilds Level 3 Diploma In Bricklaying	
Construction	6805-33	Diploma in Bricklaying at SCQF Level 6	600/9509/X	City & Guilds Level 2 Extended Diploma In Bricklaying	
Construction	6805-50	Extended Diploma in Bricklaying at SCQF Level 5	600/8048/6	City & Guilds Level 2 Diploma In Bench Joinery	
Construction	6806-13	Diploma in Carpentry and Joinery at SCQF Level 4	600/8046/2	City & Guilds Level 1 Diploma in Carpentry and Joinery	



Construction	6806-23	Diploma in Site Carpentry at SCQF Level 5	600/8047/4	City & Guilds Level 2 Diploma in Site Carpentry	
Construction	6806-26	Diploma in Bench Joinery at SCQF Level 5	600/7995/2	City & Guilds Level 3 Diploma In Site Carpentry	
Construction	6806-33	Diploma in Site Carpentry at SCQF Level 6	600/8050/4	City & Guilds Level 3 Diploma In Bench Joinery	
Construction	6806-36	Diploma in Bench Joinery at SCQF Level 6	600/9067/4	City & Guilds Level 2 Extended Diploma In Site Carpentry	
Construction	6806-50	Extended Diploma in Site Carpentry at SCQF Level 5	600/9068/6	City & Guilds Level 2 Extended Diploma In Bench Joinery	
Construction	6806-51	Extended Diploma in Bench Joinery at SCQF Level 5	600/8778/X	City & Guilds Level 1 Diploma In Painting and Decorating	
Construction	6807-13	Diploma in Painting and Decorating at SCQF Level 4	600/8584/8	City & Guilds Level 2 Diploma In Painting and Decorating	
Construction	6807-23	Diploma in Painting and Decorating at SCQF Level 5	600/8592/7	City & Guilds Level 3 Diploma In Painting and Decorating	
Construction	6807-33	Diploma in Painting and Decorating at SCQF Level 6	600/9224/5	City & Guilds Level 2 Extended Diploma in Painting and Decorating	
Construction	6807-50	Extended Diploma In Painting and Decorating at SCQF Level 5	601/1001/6	City & Guilds Level 3 Diploma In Plastering	
Construction	6808-13	Diploma in Plastering at SCQF Level 4	600/7937/X	City & Guilds Level 1 Diploma in Plastering	
Construction	6808-33	Diploma in Plastering at SCQF Level 6	600/8051/6	City & Guilds Level 2 Diploma In Plastering	
Construction	6808-50	Extended Diploma in Plastering at SCQF Level 5	600/9233/6	City & Guilds Level 2 Extended Diploma In Plastering	
Hospitality	4779-01	Introduction to the Hospitality Industry at SCQF Level 3	500/6513/0	City & Guilds Entry Level Award in Introduction to the Hospitality Industry (Entry 3)	Remote assessment and oral questioning for centre marked assessment
Hospitality	7093-04	Certificate in Introduction to Professional Food and Beverage Service at SCQF Level 4	601/0859/9	City & Guilds Level 1 Certificate In Introduction to Professional Food and Beverage Service	Remote invigilation
Transport Maintenance	4390-13	Diploma in Light Vehicle Maintenance and Repair Principles at SCQF Level 7	501/0019/1	City & Guilds Level 3 Diploma in Light Vehicle Maintenance and Repair Principles	Remote assessment Remote invigilation
Transport Maintenance	3902-71	SCQF Level 3 Award/Certificate/Diploma in Introduction to Vehicle Systems Maintenance	500/8514/1	City & Guilds Entry Level Diploma in Vehicle Systems Maintenance (Entry 3)	Cannot find in sector guide



Transport Maintenance	3902-72	SCQF Level 3 Certificate/Diploma in Introduction to Vehicle Body & Paint Maintenance	501/0831/1	City & Guilds Entry Level Diploma in Body & Paint Maintenance (Entry 3)	<b>Cannot find in sector guide</b>
Transport Maintenance	3902-74	SCQF Level 4 Award/Certificate/Diploma in Introduction to Vehicle Systems Maintenance	500/8862/2	City & Guilds Level 1 Diploma in Vehicle Systems Maintenance	<b>Cannot find in sector guide</b>
Utilities	2339-44	City & Guilds Diploma in Electrical Power Engineering - Wind Turbine Maintenance (Technical Knowledge) at SCQF Level 6	600/2700/9	City & Guilds Level 3 Diploma In Electrical Power Engineering - Wind Turbine Maintenance (Technical Knowledge)	<b>Remote assessment</b>
Utilities	2343-17	Certificate in Electrical Power Engineering - Distribution and Transmission (Technical Knowledge) at SCQF Level 5	500/9992/9	City & Guilds Level 2 Certificate in Electrical Power Engineering - Distribution and Transmission Technical Knowledge	<b>Remote assessment</b>



## Appendix D

### List of credit rated qualifications where no adaptation of assessments is required or permitted

Sector	Qualification Number	SCQF Qualification Title	Ofqual linked QAN	Ofqual linked Qualification Title
Hairdressing	6909-07	Diploma in Management and Practice and Advanced Techniques in the Hair and Beauty Sector at SCQF Level 7	600/2461/6	City & Guilds Level 4 Diploma in Management Practice and Advanced Techniques in the Hair and Beauty Sector
Hairdressing	6909-04	Introduction to the Hair and Beauty Sector at SCQF Level 4	500/6346/7	City & Guilds Level 1 Diploma in an Introduction to the Hair and Beauty Sector
Utilities	2343-53	Certificate in Electrical Power Engineering - Overhead Lines at SCQF Level 5	600/1673/5	City & Guilds Level 2 Diploma In Electrical Power Engineering - Overhead Lines
Leadership	8770-10	SCQF Level 5 Award for Young Leaders	601/7709/3	City & Guilds Level 2 Award for Young Leaders
Leadership	8770-20	SCQF Level 5 Extended Award for Young Leaders	601/7710/X	City & Guilds Level 2 Extended Award for Young Leaders
Leadership	8810-22	SCQF Level 9 Certificate in Leadership	600/2260/7	City & Guilds Level 5 Certificate in Leadership
Leadership	8810-22	SCQF Level 9 Certificate in Leadership	600/2260/7	City & Guilds Level 5 Certificate in Leadership
Leadership	8814-11	SCQF Level 5 Award in Leadership and Team Skills	600/5928/X	City & Guilds Level 2 Award in Leadership and Team Skills
Leadership	8814-14	SCQF Level 5 Award in Leadership and Team Skills	600/5928/X	City & Guilds Level 2 Award in Leadership and Team Skills
Leadership	8814-21	SCQF Level 5 Certificate in Leadership and Team Skills	600/5962/X	City & Guilds Level 2 Certificate in Leadership and Team Skills
Leadership	8814-22	SCQF Level 5 Certificate in Leadership and Team Skills	600/5962/X	City & Guilds Level 2 Certificate in Leadership and Team Skills
Leadership	8814-24	SCQF Level 5 Certificate in Leadership and Team Skills	600/5962/X	City & Guilds Level 2 Certificate in Leadership and Team Skills
Leadership	8815-14	SCQF Level 6 Award in Leadership and Management	600/5934/5	City & Guilds Level 3 Award in Leadership and Management
Leadership	8815-22	SCQF Level 6 Certificate in Leadership and Management	600/5961/8	City & Guilds Level 3 Certificate in Leadership and Management
Leadership	8815-24	SCQF Level 6 Certificate in Leadership and Management	600/5961/8	City & Guilds Level 3 Certificate in Leadership and Management
Leadership	8816-21	SCQF Level 7 Certificate in Leadership and Management	600/5961/8	City & Guilds Level 3 Certificate in Leadership and Management
Leadership	8822-24	SCQF Level 5 Certificate in Team Leading	601/3781/2	City & Guilds Level 2 Certificate in Team Leading
Coaching and Mentoring	8824-11	Award in Effective Coaching at SCQF Level 6	603/3732/1	City & Guilds Level 3 Award in Effective Coaching
Coaching and Mentoring	8824-14	Award in Effective Coaching at SCQF Level 6	603/3732/1	City & Guilds Level 3 Award in Effective Coaching
Coaching and Mentoring	8825-31	Diploma in Effective Coaching and Mentoring at SCQF Level 8	603/3759/X	City & Guilds Level 5 Diploma in Effective Coaching and Mentoring
Coaching and Mentoring	8826-11	Award in Effective Mentoring Skills at SCQF Level 5	603/3692/4	City & Guilds Level 2 Award in Effective Mentoring Skills
Education and Training	4435-71	Master Professional Practitioner Award - Masters in Education at SCQF Level 11	n/a	n/a

## 7. Further advice and guidance

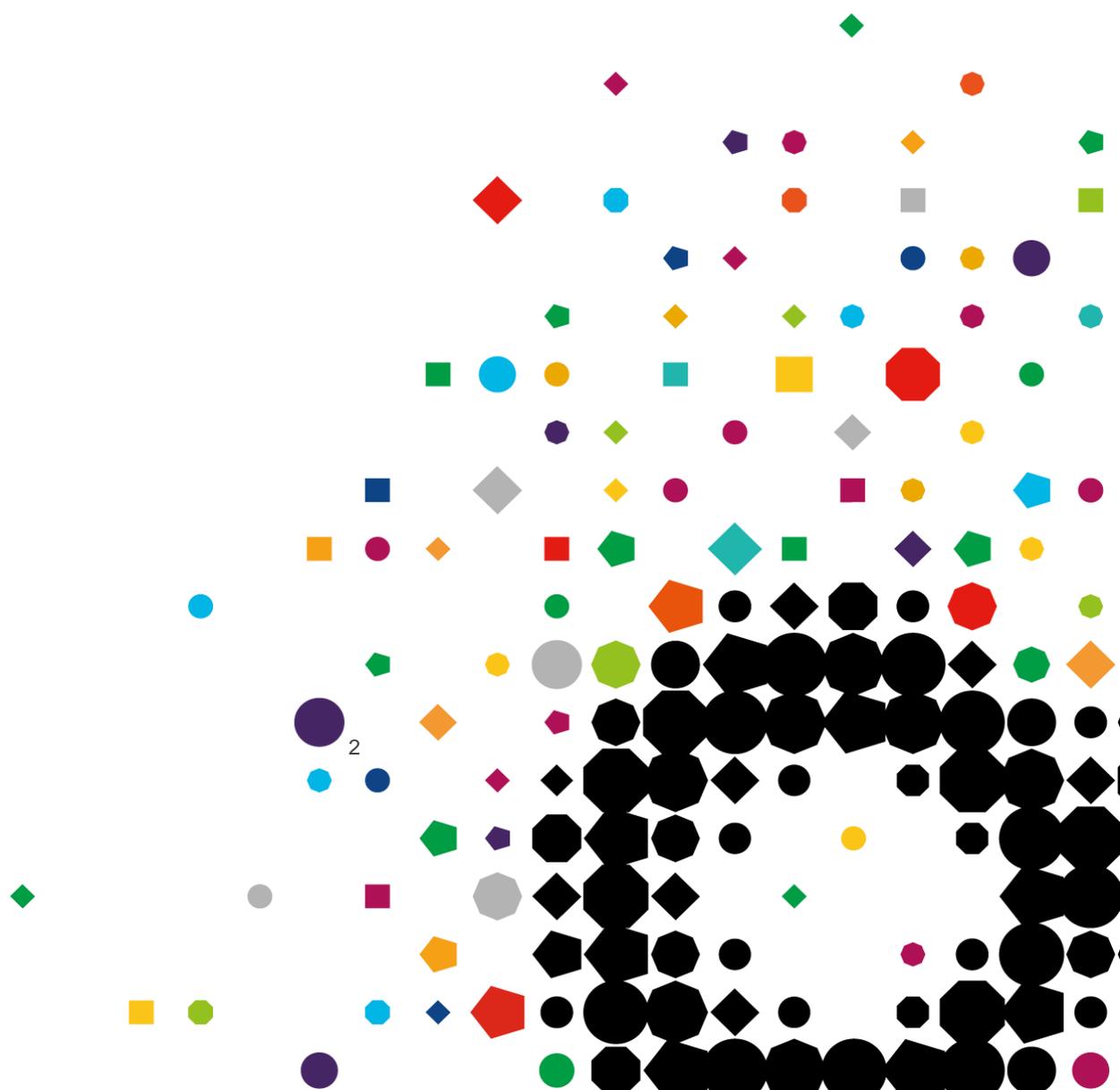
### General guidance

For all general queries relating to arrangements for 2021/22, contact our Customer Support team who are available Monday to Friday 8 am to 6 pm excluding UK public holidays.

 [centresupport@cityandguilds.com](mailto:centresupport@cityandguilds.com)

 01924 930 800

Related documents, Ofqual guidance and updates can be found on our website here  
<https://www.cityandguilds.com/covid-19>



Every effort has been made to ensure that the information contained in this publication is true and correct at time of going to press. However, City & Guilds' products and services are subject to continuous development and improvement and the right is reserved to change products and services from time to time. City & Guilds cannot accept responsibility for any loss or damage arising from the use of information in this publication.

©2021 The City & Guilds of London Institute. All rights reserved. City & Guilds is a trademark of the City & Guilds of London Institute, a charity established to promote education and training registered in England & Wales (312832) and Scotland (SC039576).

Giltspur House 5-6 Giltspur Street London EC1A 9DE  
T +44 (0)20 7294 2468  
F +44 (0)20 7294 2400  
[cityandguilds.com](http://cityandguilds.com)

