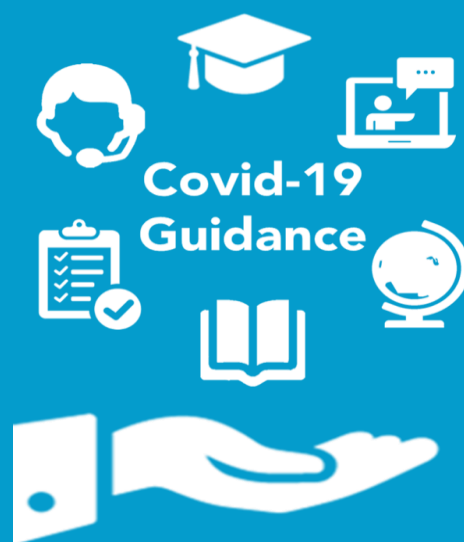


Assessment mitigation centre guidance for qualifications in Scotland relation to Covid-19 disruption, Summer 2020



A City & Guilds Group Collaboration

Version 4.0 (September 2020)

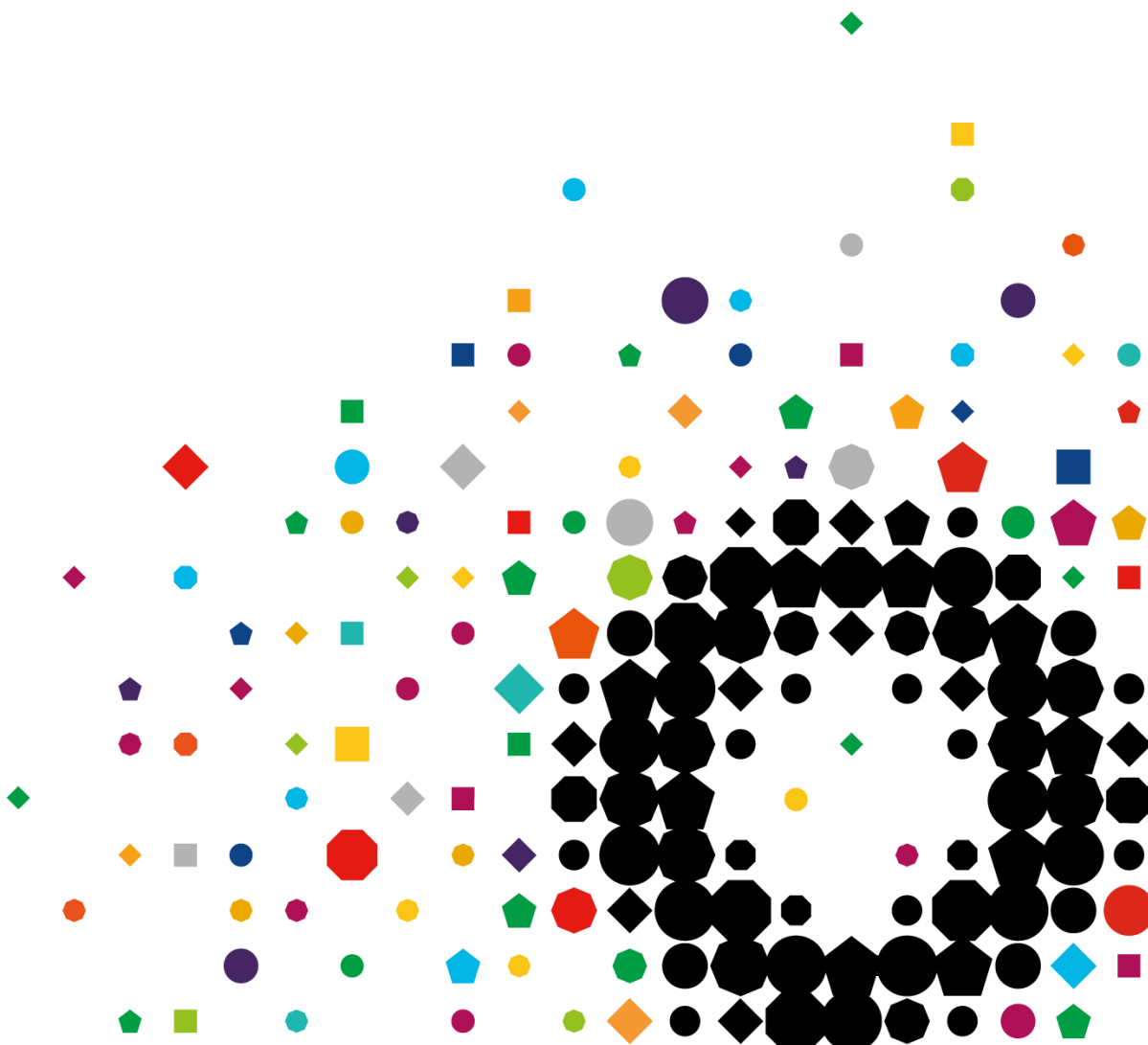


[Title]

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[Title]



[Title]

1. Introduction

This guidance applies to qualifications regulated in Scotland by SQA as well as our qualifications on the SCQF.

Our overarching aim is to allow as many learners as possible that were due to complete/achieve their assessment/qualifications in summer 2020 to receive results, so they can progress onto further education and employment without delay.

The qualifications we deliver in Scotland serve a number of purposes, such as progression to further study, signalling occupational competence, or are linked to occupational regulation, such as licence to practice and as such they vary in their assessment approaches and therefore their assessment and mitigation approaches.

This guidance covers the assessment and mitigation processes that will be applied to all these qualifications. These include:

- Calculated results
- Adaptation
- Delay
- No mitigation required

We are committed to developing a process that, as far as possible, will:

1. be practical and manageable for centres
2. support the validity and reliability of learner results
3. maintain standards.

The assessment mitigations for all regulated qualifications have been approved by SQA, the Regulator. The assessment mitigations for our qualifications on the SCQF are aligned with the mitigation being used for the UK equivalent qualifications.

Please note that we have published guidance for all other UK NVQ/VRQ and our Pre-employment qualifications in our Covid-19 pages <https://www.cityandguilds.com/covid-19/mitigation-approaches-for-vrqs-nvqs>. If you deliver these qualifications, please refer to:

- the overview of mitigation approaches for VRQs and NVQs for Summer 2020 document and
- the assessment mitigation guidance document by industry/sector.

[Title]

2. Scope of qualifications

In line with the government's stated aim of ensuring parity between General Qualifications and VTQ learners and to ensure VTQ learners can progress to HE/FE/employment, the following mitigation and assessment approaches apply, arrangements for all our qualifications in Scotland are detailed in this document.

Calculated results/centre-assessment grades

We have proposed calculated results/centre-assessment grades for qualifications where:

- their primary purpose is either progression to either further or higher education. Learners will receive a calculated result for assessments they were due to complete this academic year
- there is sufficient evidence available to form a valid judgement and where there are no health & safety or safeguarding issues.

Calculated results will draw appropriately on a range of trusted evidence and will be based primarily on tutor judgements of what result each learner would most likely have achieved had they had sat their assessments this summer.

These will then be subject to quality assurance by City & Guilds. City & Guilds will also quality assure the judgements across different centres once they have been submitted. Where there are banked assessment results already achieved for learners, these will be used.

Please refer to Appendix A : List of qualifications where calculated results is the approach

Adaptation

We have proposed Adaptation for qualifications where:

- their primary purpose is a mix of either progression to further or higher education or signifying competence, or where the primary purpose is to signify competence.
- a calculated result/centre-assessment grade is not possible
- learners are completing programmes of study where the primary aim is linked directly to occupational or professional competence
- the validity of the assessment will remain protected
- it does not conflict with identified health and safety or safeguarding issues

Please refer to Appendix B : List of qualifications where adaptation is the approach

Delay/ pause

For some qualifications, assessments will need to be delayed where neither estimation nor adaptation is possible.

This is very much based on the purpose and nature of the qualification.

[Title]

Qualifications such as licence to practice qualifications or those qualifications considered 'high risk' will fall under this approach.

In some cases, only certain elements of the qualification must be paused. The 'Skills tests' element of the Construction SVQs will be paused/delayed.

Please refer to Appendix D : List of qualifications where delay is the approach.

No mitigation required

For some qualifications it will be the case that no mitigation is required as assessments can continue to be delivered and assessed in the usual way according to the acceptable approaches within the assessment strategy/plan.

Please refer to Appendix C : List of qualifications where no mitigation is required.

Please note that for the following SQA regulated qualifications, SQA have agreed to the use of live video recording as an alternative to direct observation within the existing assessment strategy. As Video recording is a 'enabler' of assessment rather than a completely new assessment method, these qualifications still fall under the 'no mitigation required' approach. SQA has also approved the use of simulation to support the Skills tests assessment in line with the CiTB consolidated assessment strategy.

For the Construction SVQs centres must follow [the CiTB guidance](#) on the use of video recording.

Sector	Group Award	Qualification number	Qualification Title
Construction	GM99 46	8172-01	SVQ in Carpentry and Joinery (Construction): Site Carpentry at SCQF level 6
Construction	GN1N 46	8175-01	SVQ in Painting and Decorating (Construction) at SCQF level 6
Construction	GN1P 46	8174-01	SVQ in Plastering (Construction) at SCQF level 6
Construction	GN1X 46	8173-01	SVQ in Bricklaying (Construction) at SCQF level 6
Food Manufacturing	GG7Y 22	4768-24	SVQ 2 Food and Drink Operations (Fish and Shellfish Processing Skills) at SCQF level 5

Please note that for the following SQA regulated qualifications, the use of Q&A or Expert Witness Testimony to support learners with the completion of unfinished assessments is permitted. Centres may also administer assignments securely online.

As these are considered 'enablers' of assessment rather than completely new assessment methods, these qualifications still fall under the 'no mitigation required' approach.

Sector	Group Award	Qualification number	Qualification Title
Business Administration	GL9F 45	4436-20	SVQ in Business and Administration at SCQF level 5

[Title]

[Title]

Business Administration	GL9F 45	4436-95	SVQ in Business and Administration at SCQF level 5
Business Administration	GL9G 46	4436-30	SVQ in Business and Administration at SCQF level 6
Business Administration	GL9G 46	4436-96	SVQ in Business and Administration at SCQF level 6

Please note that for the following SQA regulated qualifications, the use of remote invigilation for online tests is permitted. As this is considered a 'enabler' of assessment rather than a completely new assessment method, the units which are assessed by online tests fall under the 'no mitigation required' approach.

Sector	Group Award	Qualification number	Qualification Title
Transport Maintenance	GL83 45	4310-42	SVQ in Light Vehicle Maintenance and Repair at SCQF level 5
Transport Maintenance	GL83 45	5310-15	SVQ in Light Vehicle Maintenance and Repair at SCQF level 5
Transport Maintenance	GL84 47	4310-43	SVQ in Light Vehicle Maintenance and Repair at SCQF level 7
Transport Maintenance	GL84 47	5310-17	SVQ in Light Vehicle Maintenance and Repair at SCQF level 7
Transport Maintenance	GL85 45	4310-52	SVQ in Heavy Vehicle Maintenance and Repair at SCQF level 5
Transport Maintenance	GL85 45	5310-25	SVQ in Heavy Vehicle Maintenance and Repair at SCQF level 5
Transport Maintenance	GL86 47	4310-53	SVQ in Heavy Vehicle Maintenance and Repair at SCQF level 7
Transport Maintenance	GL86 47	5310-27	SVQ in Heavy Vehicle Maintenance and Repair at SCQF level 7
Transport Maintenance	GN9X 46	4311-53	SVQ in Vehicle Paintwork Repair at SCQF level 6
Transport Maintenance	GN9Y 46	4311-43	SVQ in Vehicle Body Repair & Alignment at SCQF level 6
Transport Maintenance	GN9Y 46	5311-16	SVQ in Vehicle Body Repair & Alignment at SCQF level 6
Hospitality and Catering	R352 04	7104-11	Scottish Certificate for Personal Licence Holders at SCQF level 6
Hospitality and Catering	R353 04	7104-21	Scottish Certificate for Personal Licence Holders (Refresher) at SCQF Level 6

[Title]

[Title]

3. Scope of Learners

These mitigation approaches are ONLY available to learners who meet the following criteria:

- Were incomplete/still registered as of 20th March 2020
- Were scheduled to complete their qualification/assessments by 31st July 2020
- Have completed a learning programme that addresses a significant proportion of the content of the qualification
- Have met any specific requirements at qualification level as set out later in this document if applicable.

For any learners where access arrangements have been agreed (for example a reader or extra time), this should be taken into consideration in the mitigation approach.

Centres should give consideration of where illness or other personal circumstances might have affected learner performance in assessments or assessment components that have already been undertaken.

Arrangements for learners out of scope

For learners out of scope please continue to offer remote and blended learning where feasible, supporting learners to prepare for their assessments once the government guidance allows them to return to their centres. The following actions should be taken by centres:

- Continue to support learners with their learning remotely in line with current and evolving social distancing requirements
- Tutors/assessors should continue to undertake formative assessment and to support remote learning

Formal summative assessment can be resumed when the centre re-opens.

[Title]



4. Qualifications where calculated results are permitted

At City & Guilds we want to ensure that wherever possible learners who planned to take assessments this summer for progression to either further or higher education or into employment will be able to receive results.

In many circumstances where progression to either further or higher education is the primary purpose of the qualification, learners will receive a calculated result for assessments they were due to complete this academic year. Calculated results will draw appropriately on a range of trusted evidence and will be based primarily on tutor judgements of what result each learner would most likely have achieved had they had sat their assessments this summer.

These will then be subject to quality assurance by City & Guilds. City & Guilds will also quality assure the judgements across different centres once they have been submitted. Where there are banked assessment results already achieved for learners, these will be used.

The individual qualification pages that follow provide detail of the specific assessments and conditions where calculated results are permitted.

Please refer to Appendix A: List of qualifications where calculated results are permitted.

Where calculated results based on centre assessment grades are permitted what evidence should this be based on?

- Any formative or practice exam/assessment results
- Participation and performance in skills-based activities
- Candidates percentage of attendance prior to centre closures
- Overall candidate performance and progress
- Classwork/homework
- Internal tutor assessment and progress data
- Any other records of candidate performance over the course of study

5. Qualifications where adaptation of assessments is permitted

Please refer to Appendix B: List of qualifications where adaptation of assessments is permitted.

Types of adaptation that may be used

The individual qualification pages that follow provide detail of the specific adaptations that are permitted for individual assessments. The main types of adaptation that have been used across qualifications include:

Expert Witness Testimony

The use of additional expert witness testimonies from qualified individuals to act as evidence in place of other assessment activities (e.g. direct observation).

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 processes at this time (e.g. instead of a practical task).

Observation

In some instances where direct observation is not possible, the number of required observations for assessment have been reduced. In other instances, alternative methods of assessment may be accepted (e.g. Expert Witness Testimony, Video recording/live).

Knowledge-based written assessments

The use of a range of adaptations have been suggested, depending on the qualification, but typically include:

- a) A relaxation of conditions, e.g. tasks that may have typically been done in supervised conditions in a centre that now may be taken in the learner's home.
- b) An adaptation to the mode of assessment e.g. use of oral questioning.

5.1 Details of adaptations permitted

Details of adaptations permitted for all our qualifications on the SCQF can be found in the [assessment mitigation guidance document by industry/sector](#). A clear mapping of the SCQF qualifications numbers to the UK QAN numbers (as listed in the mitigation guidance document) has been provided in Appendix B for easy reference.

Details of adaptations permitted for regulated qualifications have been provided in Appendix E.

6. Guidance for adaptation

6.1 Assessment adaptation process & information centres need to record

For learners who meet the eligibility criteria, centres must:

- Identify learners who meet the mitigation criteria for assessment adaptation arrangements
- Undertake an audit of each learners work to identify completed units and agree an assessment plan for the outstanding units as per the permitted arrangements outlined in the scope of learners (section 3). These must be clearly documented to show a clear audit trail (including the **Adaptation Submission spreadsheet**).
- For assessments where an adaptation is permitted, ensure that the assessor reviews all evidence, makes sound assessment decisions and clearly record these
- Clearly identify which units' adaptation has been applied to. Where multiple options of assessment adaptation are available, centres need to identify which adaptation was applied
- All portfolios must contain an individual Learner Declaration which must be signed off by the assessor and internal quality assurer
- Internal quality assurance procedures should be followed to agree final assessment decisions and all associated records retained by the centre.

6.2 Internal Quality Assurance

Quality assurance is fundamental to City & Guilds as an awarding organisation and is embedded in all of our processes, products and services. It guarantees the integrity and value of our qualifications and/or assessments.

Centres need to ensure that the following quality assurance measures are in place:

- check assessors have identified appropriate learners for adaptation
- apply a risk-based sampling approach on the principles of 'CAMERA'
- appropriate assessment methods selected in line with adaptation requirements
- standardisation of assessor decisions across adaptation
- apply policies, procedures and legislation to meet City & Guilds and external/regulatory requirements

All claims must be signed off by a qualified and occupationally competent Internal Quality Assurer (IQA).

6.3 External quality assurance

External Quality Assurance monitoring will be carried out remotely during the Covid-19 emergency.

External Quality Assurers 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 online.

Centres with Direct Claims Status (DCS) can continue to claim results via the Walled Garden as per the usual process providing the following steps have been implemented:

- Complete individual learner declarations – retain in the portfolio and centre assessment records
- Complete the Adaptation Submission spreadsheet – retain in centre
- Attach the Adaptation Submission spreadsheet to the CA2 in the Walled Garden in preparation for your remote monitoring activity.
- All evidence must be retained for the next External Quality Assurance activity (as per section 5.2.5 in the Centre Manual).

Centres with a Medium or High-Risk Status will be unable to claim results via the Walled Garden, the following steps must be implemented:

- Complete individual learner declarations – retain in the portfolio and centre assessment records
- Complete the Adaptation Submission spreadsheet – retain in centre
- Contact the Quality Delivery Team to confirm when they will be ready for a Remote Monitoring activity to take place. This must take place before any results can be claimed.
- The External Quality Assurer (EQA) will contact the centre to arrange a date for the remote sample
- Centre will attach the Adaptation Submission spreadsheet to the CA2 in the Walled Garden in preparation for the remote monitoring activity.
- All evidence must be retained for the External Quality Assurance activity (as per section 5.2.5 in the Centre Manual).
- The EQA will complete a Centre Activity Report (CAR)
- A Results Override form will need to be completed by the centre for any learners who have been signed off for certification by the EQA.

[Title]

6.4 Centre Responsibilities

The Adaptation Submission spreadsheet will need to be signed off and dated by the Head of Centre. It is the responsibility of the Head of Centre to ensure that all claims submitted meet the adaptation criteria.

All evidence must be retained for a period of 3 years (as per section 5.2.5 in the Centre Manual) to support the adaptation process and be available for the on-going external quality assurance sampling process.

Any claims that do not meet the adaptation criteria may be subject to invalidation.

All assessment result claims where adaptation applies must be made by the **30th September 2020**.

The Head of Centre is responsible for reporting any suspected malpractice. Please refer to [Managing Cases of Suspected Malpractice](#)

You can find the Learner Declaration and the Adaptation Submission form [here](#).

[Title]

7. Further advice and guidance

For all queries relating to this guidance and arrangements, contact the Customer Support Team at City & Guilds. Who are available Monday to Friday 8am to 6pm excluding UK public holidays.



Nations@cityandguilds.com

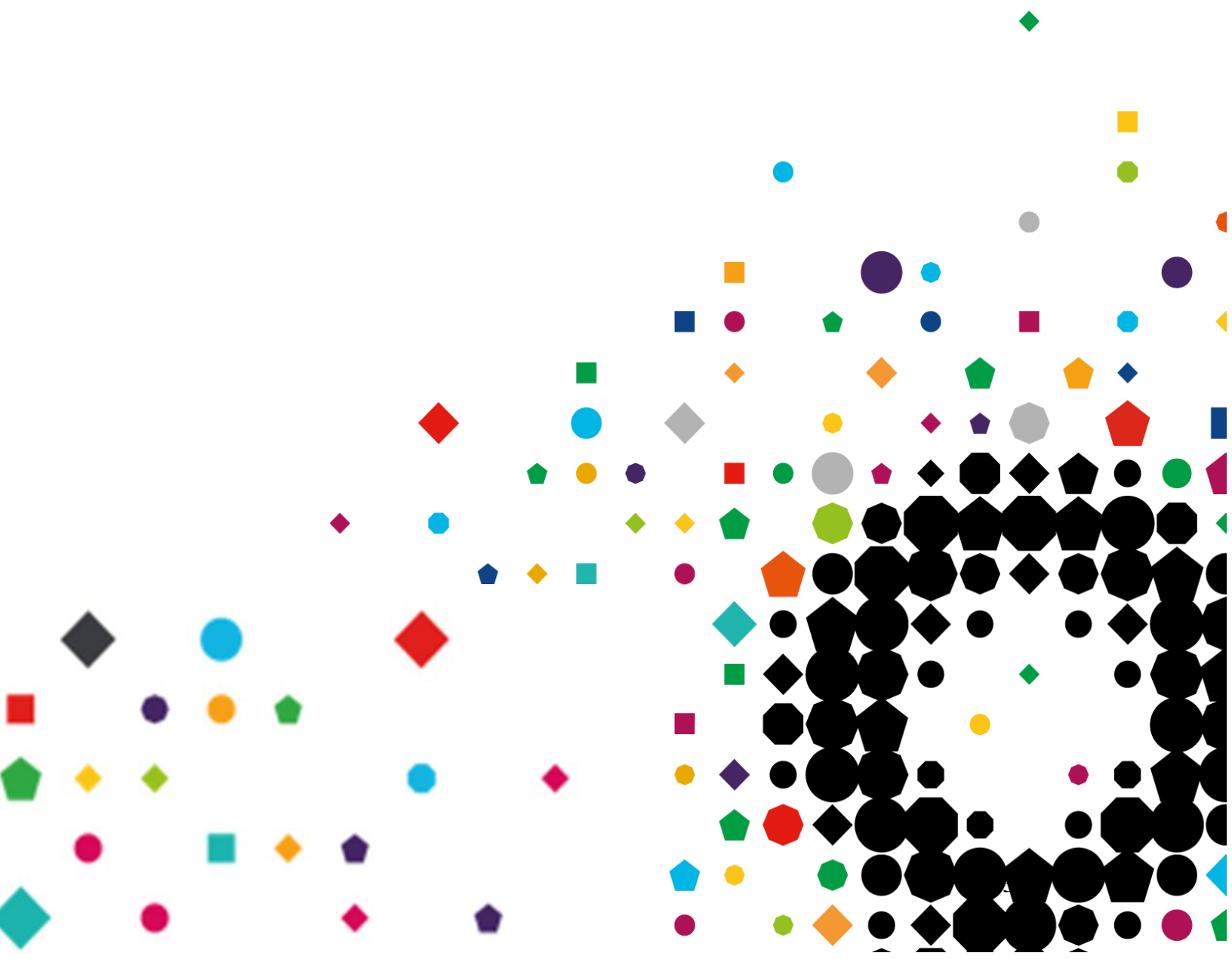
or

general.enquiries@cityandguilds.com



0844 543 0000

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



[Title]

Appendix A List of qualifications where calculated results are permitted

Qualifications on the SCQF

Sector	UK Linked Quals QAN	Qualification Number	Qualification Title
Construction	601/0283/4	6619-01	Award in Construction Skills at SCQF Level 3
Construction		6619-02	Certificate in Construction Skills at SCQF Level 3
Construction	601/0512/4	6619-03	Extended Certificate in Construction Skills at SCQF Level 3
Construction	601/0324/3	6619-04	Award in Construction Skills at SCQF Level 4
Construction	601/0330/9	6619-05	Certificate in Construction Skills at SCQF Level 4
Construction	601/0513/6	6619-06	Extended Certificate in Construction Skills at SCQF Level 4
Construction	601/0329/2	6619-07	Diploma in Construction Skills at SCQF Level 4
Construction	multiples	6619-08	Construction Skills (trade specific pathway) at SCQF Level 4
Construction	600/7913/7	6805-13	Diploma in Bricklaying at SCQF Level 4
Construction		6806-13	Diploma in Carpentry and Joinery at SCQF Level 4
Construction	600/8584/8	6807-13	Diploma in Painting and Decorating at SCQF Level 4
Construction		6808-13	Diploma in Plastering at SCQF Level 4
Hospitality	500/6513/0	4779-01	Introduction to the Hospitality Industry at SCQF Level 3
Transport Maintenance	500/8514/1	3902-71	SCQF Level 3 Award/Certificate/Diploma in Introduction to Vehicle Systems Maintenance
Transport Maintenance	501/0831/1	3902-72	SCQF Level 3 Certificate/Diploma in Introduction to Vehicle Body & Paint Maintenance
Transport Maintenance	500/8862/2	3902-74	SCQF Level 4 Award/Certificate/Diploma in Introduction to Vehicle Systems Maintenance

Appendix B List of qualifications where adaptation of assessments is permitted

Regulated qualifications

Sector	Group Award	Qualification Number	Qualification Title	Observations
Beauty and Comt Therapy	GL74 22	6011-01	SVQ 2 Beauty Therapy at SCQF level 5	Adaptations guidance can be found from HABIA statement
Beauty and Comt Therapy	GL75 23	6011-02	SVQ 3 Beauty Therapy at SCQF level 6	Adaptations guidance can be found from HABIA statement
Beauty and Comt Therapy	GL76 22	6011-03	SVQ 2 Nail Services at SCQF level 5	Adaptations guidance can be found from HABIA statement
Beauty and Comt Therapy	GL77 23	6011-04	SVQ 3 Nail Services at SCQF level 6	Adaptations guidance can be found from HABIA statement
Hairdressing	GK7H 21	6009-01	SVQ 1 Hairdressing and Barbering at SCQF level 4	Adaptations guidance can be found from HABIA statement
Hairdressing	GK7J 22	6009-02	SVQ 2 Hairdressing at SCQF level 5	Adaptations guidance can be found from HABIA statement
Hairdressing	GK7K 23	6009-03	SVQ 3 Hairdressing at SCQF level 6	Adaptations guidance can be found from HABIA statement
Hairdressing	GK7L 22	6009-04	SVQ 2 Barbering at SCQF level 5	Adaptations guidance can be found from HABIA statement

[Title]

[Title]

Hairdressing	GK7M 23	6009-05	SVQ 3 Barbering at SCQF level 6	Adaptations guidance can be found from HABIA statement
Transport Maintenance	R492 04	4390-42/ 5380-15	Diploma in Light Vehicle Maintenance and Repair Principles at SCQF Level 5	
Transport Maintenance	R493 04	4390-43/ 5380-17	Diploma in Light Vehicle Maintenance and Repair Principles at SCQF Level 7	
Transport Maintenance	R494 04	4390-52/ 5380-25	Diploma in Heavy Vehicle Maintenance and Repair Principles at SCQF Level 5	
Transport Maintenance	R495 04	4390-53/ 5380-27	Diploma in Heavy Vehicle Maintenance and Repair Principles at SCQF Level 7	
Transport Maintenance	R557 04	4391-42/ 5381-15	Diploma in Vehicle Body Repair at SCQF Level 5	
Transport Maintenance	R558 04	4391-43/ 5381-16	Diploma in Vehicle Body Repair & Alignment Principles at SCQF Level 6	
Transport Maintenance	R559 04	4391-52	Diploma in Vehicle Accident Repair Paint Principles at SCQF Level 5	
Transport Maintenance	R560 04	4391-53	Diploma in Vehicle Accident Repair Paint Principles at SCQF Level 6	
Utilities	R200 04	2343-17	Certificate in Electrical Power Engineering - Distribution and Transmission (Technical Knowledge) at SCQF Level 5	
Utilities	R201 04	2343-45	Diploma in Electrical Power Engineering - Distribution and Transmission (Technical Knowledge) at SCQF Level 6	

Qualifications on the SCQF

Sector	UK Linked Quals QAN	Qualification Number	Qualification Title
Utilities	500/9992/9	2343-17	Certificate in Electrical Power Engineering - Distribution and Transmission (Technical Knowledge) at SCQF Level 5
Utilities	600/2700/9	2339-44	Diploma in Electrical Power Engineering - Wind Turbine Maintenance (Technical Knowledge) at SCQF Level 6
Construction	600/8083/8	6805-23	Diploma in Bricklaying at SCQF Level 5
Construction	600/9509/X	6805-33	Diploma in Bricklaying at SCQF Level 6
Transport Maintenance	501/0019/1	4390-13	Diploma in Light Vehicle Maintenance and Repair Principles at SCQF Level 7
Construction	600/8048/6	6805-50	Extended Diploma in Bricklaying at SCQF Level 5
Construction		6806-23	Diploma in Site Carpentry at SCQF Level 5
Construction	600/7995/2	6806-26	Diploma in Bench Joinery at SCQF Level 5
Construction	600/8050/4	6806-33	Diploma in Site Carpentry at SCQF Level 6
Construction	600/9067/4	6806-36	Diploma in Bench Joinery at SCQF Level 6
Construction	600/9068/6	6806-50	Extended Diploma in Site Carpentry at SCQF Level 5

[Title]

[Title]

Construction	600/8778/X	6806-51	Extended Diploma in Bench Joinery at SCQF Level 5
Construction	600/8592/7	6807-23	Diploma in Painting and Decorating at SCQF Level 5
Construction	600/9224/5	6807-33	Diploma in Painting and Decorating at SCQF Level 6
Construction	601/1001/6	6807-50	Extended Diploma In Painting and Decorating at SCQF Level 5
Construction	600/8051/6	6808-33	Diploma in Plastering at SCQF Level 6
Construction	600/9233/6	6808-50	Extended Diploma in Plastering at SCQF Level 5

Appendix C List of qualifications where no mitigation is required

Regulated qualifications

Sector	Group Award	City & Guilds Qualification number	City & Guilds Qualification Title	Observations
Hospitality and Catering	R352 04	7104-11	Scottish Certificate for Personal Licence Holders at SCQF level 6	remote invigilation allowed for online tests
Hospitality and Catering	R353 04	7104-21	Scottish Certificate for Personal Licence Holders (Refresher) at SCQF Level 6	remote invigilation allowed for online tests
Business Administration	GL9F 45	4436-20	SVQ in Business and Administration at SCQF level 5	
Business Administration	GL9F 45	4436-95	SVQ in Business and Administration at SCQF level 5	
Business Administration	GL9G 46	4436-30	SVQ in Business and Administration at SCQF level 6	
Business Administration	GL9G 46	4436-96	SVQ in Business and Administration at SCQF level 6	
Customer Services	GL7R 45	4427-20	SVQ in Customer Service at SCQF level 5	
Customer Services	GL7T 46	4427-30	SVQ in Customer Service at SCQF level 6	
Customer Services	GL7V 48	4427-40	SVQ in Customer Service at SCQF level 8	
Travel Services	GL1Y 22	4931-51	SVQ 2 Travel Services (Leisure and Business Travel Services) at SCQF level 5	
Travel Services	GL20 23	4931-61	SVQ 3 Travel Services (Leisure and Business Travel Services) at SCQF level 6	
Management	GN1E 47	8385-03	SVQ in Management at SCQF level 7	
Management	GN1F 49	8386-04	SVQ in Management at SCQF level 9	
Management	GN1F 49	8386-94	SVQ in Management at SCQF level 9	
Management	GN1G 51	8387-05	SVQ in Management at SCQF level 11	
Management	GN1G 51	8387-95	SVQ in Management at SCQF level 11	

[Title]

Hospitality and Catering	GN89 45	7090-22	SVQ in Food and Beverage Service at SCQF level 5	
Hospitality and Catering	GN8A 44	7090-10	SVQ in Hospitality Services at SCQF level 4	
Hospitality and Catering	GN8C 45	7090-21	SVQ in Professional Cookery at SCQF level 5	
Food Manufacturing	GG7Y 22	4768-24	SVQ 2 Food and Drink Operations (Fish and Shellfish Processing Skills) at SCQF level 5	
Construction	GM99 46	8172-01	SVQ in Carpentry and Joinery (Construction): Site Carpentry at SCQF level 6	Video recording/live as per SQAs guidance on SVQs. Simulations allowed for Skills tests, following CiTB consolidated assessment strategy for SVQs
Construction	GN1N 46	8175-01	SVQ in Painting and Decorating (Construction) at SCQF level 6	Video recording/live as per SQAs guidance on SVQs. Simulations allowed for Skills tests, following CiTB consolidated assessment strategy for SVQs
Construction	GN1P 46	8174-01	SVQ in Plastering (Construction) at SCQF level 6	Video recording/live as per SQAs guidance on SVQs. Simulations allowed for Skills tests, following CiTB consolidated assessment strategy for SVQs
Construction	GN1X 46	8173-01	SVQ in Bricklaying (Construction) at SCQF level 6	Video recording/live as per SQAs guidance on SVQs. Simulations allowed for Skills tests, following CiTB consolidated assessment strategy for SVQs
Core Skills	multiple	3658-01	Workplace Core Skills (2008)	
Core Skills	multiple	3658-90	Workplace Core Skills (2008)	

Qualifications on the SCQF

Sector	UK Linked Quals QAN	Qualification Number	Qualification Title
Coaching and Mentoring	603/3732/1	8824-11	Award in Effective Coaching at SCQF Level 6
Coaching and Mentoring	603/3732/1	8824-14	Award in Effective Coaching at SCQF Level 6
Coaching and Mentoring	603/3692/4	8826-11	Award in Effective Mentoring Skills at SCQF Level 5
Coaching and Mentoring	603/3758/8	8825-21	Certificate in Effective Coaching and Mentoring at SCQF Level 8
Coaching and Mentoring	603/3733/3	8824-21	Certificate in Effective Coaching at SCQF Level 6
Coaching and Mentoring	603/3733/3	8824-22	Certificate in Effective Coaching at SCQF Level 6
Coaching and Mentoring	603/3733/3	8824-24	Certificate in Effective Coaching at SCQF Level 6
Coaching and Mentoring	603/3759/X	8825-31	Diploma in Effective Coaching and Mentoring at SCQF Level 8
Leadership	601/7709/3	8770-10	SCQF Level 5 Award for Young Leaders
Leadership	600/5928/X	8814-11	SCQF Level 5 Award in Leadership and Team Skills
Leadership	600/5928/X	8814-14	SCQF Level 5 Award in Leadership and Team Skills

[Title]

[Title]

Leadership	600/5962/X	8814-21	SCQF Level 5 Certificate in Leadership and Team Skills
Leadership	600/5962/X	8814-22	SCQF Level 5 Certificate in Leadership and Team Skills
Leadership	600/5962/X	8814-24	SCQF Level 5 Certificate in Leadership and Team Skills
Leadership	601/3781/2	8822-24	SCQF Level 5 Certificate in Team Leading
Leadership	601/7710/X	8770-20	SCQF Level 5 Extended Award for Young Leaders
Leadership	600/5782/8	8818-14	SCQF Level 6 Award in Coaching
Leadership	600/5934/5	8815-14	SCQF Level 6 Award in Leadership and Management
Leadership	600/5784/1	8818-22	SCQF Level 6 Certificate in Coaching
Leadership	600/5784/1	8818-24	SCQF Level 6 Certificate in Coaching
Leadership	600/5961/8	8815-22	SCQF Level 6 Certificate in Leadership and Management
Leadership	600/5961/8	8815-24	SCQF Level 6 Certificate in Leadership and Management
Leadership	600/5961/8	8816-21	SCQF Level 7 Certificate in Leadership and Management
Leadership	600/2260/7	8810-22	SCQF Level 9 Certificate in Leadership
Leadership	600/2260/7	8810-22	SCQF Level 9 Certificate in Leadership
Education and Training	n/a	4435-71	Master Professional Practitioner Award - Masters in Education at SCQF Level 11

Appendix D List of qualifications where assessments will be delayed/ paused

Regulated qualifications

Sector	Group Award	Qualification number	Qualification Title	Observations
Transport Maintenance	GL83 45	4310-42	SVQ in Light Vehicle Maintenance and Repair at SCQF level 5	Pause practical assessments
Transport Maintenance	GL83 45	5310-15	SVQ in Light Vehicle Maintenance and Repair at SCQF level 5	Pause practical assessments
Transport Maintenance	GL84 47	4310-43	SVQ in Light Vehicle Maintenance and Repair at SCQF level 7	Pause practical assessments
Transport Maintenance	GL84 47	5310-17	SVQ in Light Vehicle Maintenance and Repair at SCQF level 7	Pause practical assessments
Transport Maintenance	GL85 45	4310-52	SVQ in Heavy Vehicle Maintenance and Repair at SCQF level 5	Pause practical assessments
Transport Maintenance	GL85 45	5310-25	SVQ in Heavy Vehicle Maintenance and Repair at SCQF level 5	Pause practical assessments
Transport Maintenance	GL86 47	4310-53	SVQ in Heavy Vehicle Maintenance and Repair at SCQF level 7	Pause practical assessments
Transport Maintenance	GL86 47	5310-27	SVQ in Heavy Vehicle Maintenance and Repair at SCQF level 7	Pause practical assessments
Transport Maintenance	GN9X 46	4311-53	SVQ in Vehicle Paintwork Repair at SCQF level 6	Pause practical assessments
Transport Maintenance	GN9Y 46	4311-43	SVQ in Vehicle Body Repair & Alignment at SCQF level 6	Pause practical assessments
Transport Maintenance	GN9Y 46	5311-16	SVQ in Vehicle Body Repair & Alignment at SCQF level 6	Pause practical assessments
Beauty and Comt Therapy	GL74 22	6011-01	SVQ 2 Beauty Therapy at SCQF level 5	Pause practical assessments

[Title]

[Title]

Beauty and Comt Therapy	GL75 23	6011-02	SVQ 3 Beauty Therapy at SCQF level 6	Pause practical assessments
Beauty and Comt Therapy	GL76 22	6011-03	SVQ 2 Nail Services at SCQF level 5	Pause practical assessments
Beauty and Comt Therapy	GL77 23	6011-04	SVQ 3 Nail Services at SCQF level 6	Pause practical assessments
Hairdressing	GK7H 21	6009-01	SVQ 1 Hairdressing and Barbering at SCQF level 4	Pause practical assessments
Hairdressing	GK7J 22	6009-02	SVQ 2 Hairdressing at SCQF level 5	Pause practical assessments
Hairdressing	GK7K 23	6009-03	SVQ 3 Hairdressing at SCQF level 6	Pause practical assessments
Hairdressing	GK7L 22	6009-04	SVQ 2 Barbering at SCQF level 5	Pause practical assessments
Hairdressing	GK7M 23	6009-05	SVQ 3 Barbering at SCQF level 6	Pause practical assessments
Utilities	R227 04	2343-11	Certificate in Electrical Power Engineering - Substation Plant at SCQF Level 5	
Utilities	R227 04	2343-51	Certificate in Electrical Power Engineering - Substation Plant at SCQF Level 5	
Utilities	R228 04	2343-12	Certificate in Electrical Power Engineering - Underground Cables at SCQF Level 5	
Utilities	R228 04	2343-52	Certificate in Electrical Power Engineering - Underground Cables at SCQF Level 5	
Utilities	R229 04	2343-13	Certificate in Electrical Power Engineering - Overhead Lines at SCQF Level 5	
Utilities	R229 04	2343-43	Certificate in Electrical Power Engineering - Overhead Lines at SCQF Level 5	

Qualifications on the SCQF

Sector	UK Linked Quals QAN	Qualification Number	Qualification Title
Utilities	600/1673/5	2343-53	Certificate in Electrical Power Engineering - Overhead Lines at SCQF Level 5

Appendix E - Adaptations permitted

Transport Maintenance SVQs - What adaptations to assessments are permitted?

4390 and 5380 Diploma in Heavy Vehicle Maintenance and Repair Principles SCQF Level 5, 7:
Accreditation Number R494 04, R495 04, R173 04, R174 04

Which learners do the mitigation arrangements apply to?

These assessment arrangements are ONLY available to learners who meet the following criteria:

[Title]

[Title]

- 1) Were incomplete/still registered on-programme as of 20th March 2020.
- 2) Were scheduled to complete their qualification by 31st July 2020.
- 3) Have completed a robust learning programme that addresses the full content of the qualification.
- 4) Have successfully achieved Generic ('G units') 001, 003, 004, 006, 008, 051, 053, 054, 056, 058 before 20th March 2020.

What mitigation arrangements are permitted for outstanding assessments if learners meet the criteria?

Outstanding assessments	Assessment component numbers	Calculated result	Adaptation	Delay
Assessments for knowledge and/or understanding alone. Centre marked assignment/test with little or no practical.	051,053,054,056,058			✓
Assessments for knowledge and understanding alone. Externally marked Evolve test	251,252,253,254,255, 257,258,259,261,262,263,264,262,271, 272,273,281,282,291,456		✓	
Assessments for practical skills. Centre marked assignment with majority practical.	201,202,203,204,205,206,207,208, 209,211,212, 213,214,221,223, 231,232, 713, 406			✓
Assessments for practical skills. Centre marked assignment with majority practical.	001,003,004,006,008			✓

What adaptations to assessments are permitted?

Remotely invigilated evolve tests

- On demand e-evolve tests can be delivered in the learner's home with a remote invigilator **only** for the assessments indicated in the table above.
- Guidance on how to set up, deliver and invigilate tests remotely can be found on our website.
- Specific online screen sharing software or application only are permitted for remote invigilation (see guidance document for details). The system must allow the invigilator to be able to view the candidate, their environment and their computer/laptop screen at all times during the test.
- The test must be completed under exam conditions.
- Remotely invigilated e-evolve tests will be delivered through a web-delivery application requiring no installation to the candidate computer.
- This is an interim adaptation for those assessments and learners that are in scope

4390 and 5380 Diploma in Light Vehicle Maintenance and Repair Principles at SCQF Level 5,7,

[Title]

[Title]

Accreditation Number: R493 04, R492 04, R171 04, R172 04

Which learners do the mitigation arrangements apply to?

These assessment arrangements are ONLY available to learners who meet the following criteria:

- 1) Were incomplete/still registered on-programme as of 20th March 2020.
- 2) Were scheduled to complete their qualification by 31st July 2020.
- 3) Have completed a robust learning programme that addresses the full content of the qualification.
- 4) Have successfully achieved Generic ('G units') 001, 003, 004, 006, 008, 031 051, 053, 054, 056, 058, 081 before 20th March 2020.

What mitigation arrangements are permitted for outstanding assessments if learners meet the criteria?

Outstanding assessments	Assessment component numbers	Calculated result	Adaptation	Delay
Assessments for knowledge and/or understanding alone. Centre marked assignment/test with little or no practical.	051,053,054,056,058,081			✓
Assessments for knowledge and understanding alone. Externally marked Evolve test	151,152,153,154,155,157,158,161,162,163,164,171,172,173,181,182, 268,352, 456,551,552,553,554,555,556,557,558,559,560,561,562,563, 653		✓	
Assessments for knowledge and understanding alone. Externally marked paper-based exam	N/A			
Assessments for practical skills. Centre marked assignment with majority practical.	101,102,103,104,105,107,108,111, 112,113,114, 121,122,131,132,112,218, 224, 225, 302,305,406, 501, 502, 503, 504, 507, 508, 509, 510, 511, 512, 513,544,551, 553,594,603,701,702,703,704,705,706,707,708,709,712,713,722,801-822		✓	
Assessments for practical skills. Centre marked assignment with majority practical.	001,003,004,006,008,031			✓

What adaptations to assessments are permitted?

Remotely invigilated evolve tests

- On demand e-evolve tests can be delivered in the learner's home with a remote invigilator **only** for the assessments indicated in the table above.
- Guidance on how to set up, deliver and invigilate tests remotely can be found on our website.

[Title]

[Title]

- Specific online screen sharing software or application only are permitted for remote invigilation (see guidance document for details). The system must allow the invigilator to be able to view the candidate, their environment and their computer/laptop screen at all times during the test.
- The test must be completed under exam conditions.
- Remotely invigilated e-evolve tests will be delivered through a web-delivery application requiring no installation to the candidate computer.
- This is an interim adaptation for those assessments and learners that are in scope

4391,5381 Diploma in Vehicle Body Repair & Alignment Principles at SCQF Level 5,6

Accreditation Number: R558 04, R557 04, R169 04, R168 04

Which learners do the mitigation arrangements apply to?

These assessment arrangements are ONLY available to learners who meet the following criteria:

1. Were incomplete/still registered on-programme as of 20th March 2020.
2. Were scheduled to complete their qualification by 31st July 2020.
3. Have completed a robust learning programme that addresses the full content of the qualification.
4. Have successfully achieved Generic ('G units') 001, 003, 004, 006, 008, 051, 053, 054, 056, 058 before 20th March 2020.

What mitigation arrangements are permitted for outstanding assessments if learners meet the criteria?

Outstanding assessments	Assessment component numbers	Calculated result	Adaptation	Delay
Assessments for knowledge and/or understanding alone. Centre marked assignment/test with little or no practical.	051,053,056,058,054			✓
Assessments for knowledge and understanding alone. Externally marked Evolve test	451, 452,455,456,469,463,464,467,469, 470,471,472,474,475,476,		✓	
Assessments for practical skills. Centre marked assignment with majority practical.	401,402,405,406 413,414,417,419,420,421,422,424, 425,506,556			✓
Assessments for practical skills. Centre marked assignment with majority practical.	001,003,004,006,008,			✓

What adaptations to assessments are permitted?

Remotely invigilated evolve tests

- On demand e-evolve tests can be delivered in the learner's home with a remote invigilator **only** for the assessments indicated in the table above.
- Guidance on how to set up, deliver and invigilate tests remotely can be found on our website.

[Title]

[Title]

- Specific online screen sharing software or application only are permitted for remote invigilation (see guidance document for details). The system must allow the invigilator to be able to view the candidate, their environment and their computer/laptop screen at all times during the test.
- The test must be completed under exam conditions.
- Remotely invigilated e-evolve tests will be delivered through a web-delivery application requiring no installation to the candidate computer.
- This is an interim adaptation for those assessments and learners that are in scope

4391 Diploma in Vehicle Accident Repair Paint Principles at SCQF Level 5,6

Accreditation Number: R559 04, R560 04, R259 04, R170 04

Which learners do the mitigation arrangements apply to?

These assessment arrangements are ONLY available to learners who meet the following criteria:

- Were incomplete/still registered on-programme as of 20th March 2020.
- Were scheduled to complete their qualification by 31st July 2020.
- Have completed a robust learning programme that addresses the full content of the qualification.
- Have successfully achieved Generic ('G units') 001, 003, 051, 053, before 20th March 2020.

What mitigation arrangements are permitted for outstanding assessments if learners meet the criteria?

Outstanding assessments	Assessment component numbers	Calculated result	Adaptation	Delay
Assessments for knowledge and/or understanding alone. Centre marked assignment/test with little or no practical.	051,053			✓
Assessments for knowledge and understanding alone. Externally marked Evolve test	351,352,353,354,355,356,357,358,359, 363,453,459 251,252,253,254,256,257,269,263,753 152,		✓	
Assessments for practical skills. Centre marked assignment with majority practical.	301,302,303,304,305,306,307,308,309,313,403,409, 201,202,203,204,206,207,209,213,703, 102,			✓
Assessments for practical skills.	001,003			✓

[Title]

[Title]

Centre marked assignment with majority practical.				
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What adaptations to assessments are permitted?

Remotely invigilated evolve tests

- On demand e-evolve tests can be delivered in the learner's home with a remote invigilator **only** for the assessments indicated in the table above.
- Guidance on how to set up, deliver and invigilate tests remotely can be found on our website.
- Specific online screen sharing software or application only are permitted for remote invigilation (see guidance document for details). The system must allow the invigilator to be able to view the candidate, their environment and their computer/laptop screen at all times during the test.
- The test must be completed under exam conditions.
- Remotely invigilated e-evolve tests will be delivered through a web-delivery application requiring no installation to the candidate computer.
- This is an interim adaptation for those assessments and learners that are in scope

Utilities qualifications - What adaptations to assessments are permitted?

2343-17 Certificate in Electrical Power Engineering - Distribution and Transmission (Technical Knowledge) at SCQF Level 5

2343-45 Diploma in Electrical Power Engineering - Distribution and Transmission (Technical Knowledge) at SCQF Level 6

Accreditation numbers: R200 04, R201 04

Which learners do the mitigation arrangements apply to?

These assessment arrangements are **ONLY** available to learners who meet the following criteria:

- 1) Were incomplete/still registered on-programme as of 20th March 2020.
- 2) Were scheduled to complete their qualification by 31st July 2020.
- 3) Have completed a robust learning programme that addresses the full content of the qualification.

What mitigation arrangements are permitted?

Q&A in place of short-answer test.

Hair, Barbering and Beauty SVQs - What adaptations to assessments are permitted?

Adaptations permitted can be found in the [HABIA statement](#) available in our webpage. Further guidance will be provided from City & Guilds following consultation with Scottish centres to ascertain the level of information required.

[Title]

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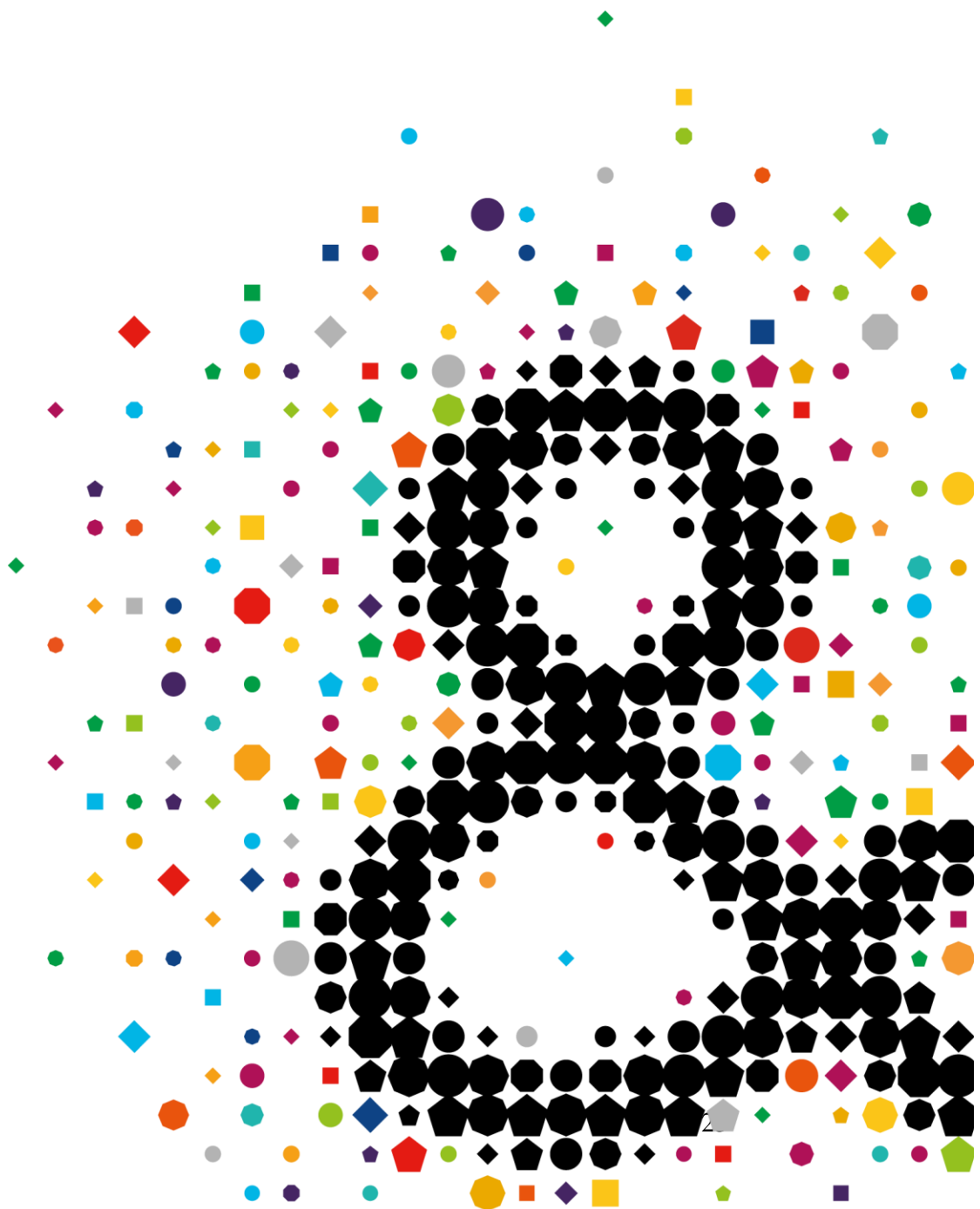
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[Title]