

Teaching & Learning Update

December 2020

Covid-19 Assessment Adaptations for 2020-21

Information for centres who are adapting assessments

You must complete, or have completed, the on-line adaptations request form. We also request that, as a matter of courtesy, you inform your EQA that you have submitted the form.

When you have received the CA1, you must then:

1. upload the IQA sampling plan showing clearly what units have been sampled
2. make sure that the CA2 – or the IQA sampling plan – shows which learners have been mitigated and which units have been adapted.

This is to enable your EQA to sample units where assessments have been adapted.

Please inform your EQA of any changes relating to the provision of qualifications – this relates to the use of remote delivery and/or assessment of the qualifications. Please consult the guidance document for full details of the permitted adaptations to the Teaching & Learning qualifications

Consider your learners experience and preparation for work across the sector

Whilst remote observations are permitted during 2020-21 due to the Covid-19 situation, for all qualifications, we encourage centres to delay such observations as much as possible, and where they can, continue to conduct assessment observations face to face (all participants in the same room at the same time).

6502 Certificate and Diploma in Education and Training

As well as observations of practice there is a requirement for learners to complete prescribed hours of teaching practice and as much of this as possible should be conducted in face to face situations, such as classrooms and training rooms.

Whilst it is important to spread observations across the duration of the programme to enable learners to demonstrate progress and development, learners do need to both deliver teaching and be observed face to face in a classroom/training room environment. This is necessary so you can be confident that you have prepared them for the challenges that face to face delivery and observation present. Bearing this in mind, you will want to do some observations early in the programme as formative assessments to check that your learners are progressing. Graded observations should be spread over the course for CET, and for DET, you should do no more than four observations in the first year of the programme. It is hoped that by

year two of the DET programme, face to face opportunities for delivery and observation will be readily available.

6317 Assessor Qualification

The number of observations for the practical units in this qualification has not changed – ie a minimum of two observations per practical unit. Where face to face observations are not possible, live remote observations are permitted. Please see guidance in this document for conducting live remote observations.

6317 Quality Assurance Qualification

Live remote observations are now permitted for practical unit 402 – a minimum of one observation is required. Please see guidance in this document for conducting live remote observations.

5329 Supporting Teaching and Learning in Schools

Expert witness testimony (EWT) is no longer the default position if face to face observations are not possible. If face to face observations are not possible, then the default position is for live remote observations. EWT can only be used if face to face and live remote observations are impossible. FAQ number 30 addresses this:

In the previous guidance (March-July 2020) EWT was the preferred option to take if the learners had had one face to face observation. We have now moved onto 2020/21 and the guidance has changed. Of course, face to face observations are the preference but if they are not possible, live, remote observations are the next preferred option, subject to the usual permissions. Only in extenuating circumstances, if face to face and live remote are absolutely impossible can EWT's be submitted to replace them. Please remember the guidance for who can write EWT's and remember that they must be specific, what stating was seen, when it was seen, and what assessment criteria it evidences. Generic EWT's are not acceptable.

What should an expert witness testimony look like?

In exceptional circumstances, when an EWT is used, it must state what was seen, when it was seen, and what assessment criteria it evidences. Generic EWT's are not acceptable. It should look like a well written assessor observation report. Remember that the EWT's have to have full detail and be linked to assessment criteria because the qualification assessor has to use it to make a judgement on whether the assessment criteria was met. Unless it is specifically mapped, they will not be able to do that.

What should a live remote observation look like?

All participants (including the assessor) must be present during the live observation and they must have a clear view and be able to hear the detail of the assessment activity for the duration of the activity. Making a recording of an activity and passing it to an assessor for assessment purposes is NOT acceptable.

Covid-19 Guidance Documents for 2020-21

General guidance, including Ofqual consultation, centre intention form – to apply adaptations and sector-specific guidance is available on the City & Guilds website here:

<https://www.cityandguilds.com/covid-19/mitigation-approaches-for-vrqs-nvqs/adaptations>

As well as sector specific guidance, there are also links to a recording of the webinar from 29 October, the presentation slides and FAQs:

Adaptations guidance for 2020/21

The following arrangements will be put in place for all Learning centres, to help proactively mitigate against potential National and local impacts of the ongoing Coronavirus pandemic.

[Download the guidance](#)

You can also [watch our webinar](#), [download the slides](#) or [download the FAQs](#) that cover this guidance.

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.

adaptation.quality@cityandguilds.com or centresupport@cityandguilds.com

0844 543 0000

Calls to our 0844 numbers cost 7 pence per minute plus your telephone company's access charge.

Related documents, Ofqual guidance and updates can be found on our website here:

<https://www.cityandguilds.com/covid-19>