

T Level Technical Qualification in Onsite Construction

8711-306 Carpentry and Joinery

Grade Standard Exemplification Material

Distinction - Summer 2023

Contents

Introduction	2
Grade descriptor	4
Task 1 Prepare and plan for the production of complex timber-based products	5
Task 2 Produce complex timber-based products	18
Task 3 Assemble and finish complex timber-based products	24
Task 4 Install complex timber-based products and components	31

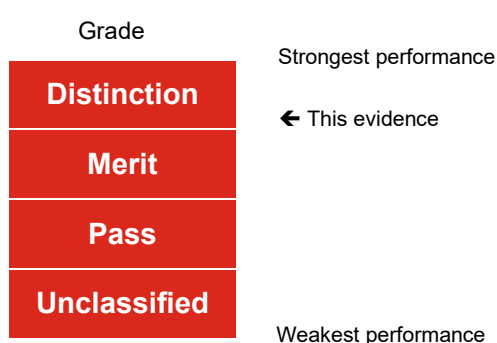
Introduction

Summer 2023 Results

This document is aimed at providers and learners to help understand the standard that was required in the summer 2023 assessment series to achieve a distinction grade for the 8711-306 Carpentry and Joinery Occupational Specialism (OS).

The aim of these materials is to provide examples of knowledge, skills and understanding that attested to distinction competence in summer 2023. It is important to note that in live assessments a candidate's performance is very likely to exhibit a spikey profile and standard of performance will vary across tasks.

The Occupational Specialism is graded Distinction, Merit, Pass or Unclassified.



The distinction grade boundary is based on a synoptic mark across all tasks. The materials in this Grade SEM are separated into two sections as described below. Materials are presented against a number of tasks from the assignment.

Tasks

This section details the tasks that the candidate was asked to carry out, what was required to be submitted for marking, and any additional evidence required, including any photograph/video evidence. Candidate evidence that was or was not included in this Grade SEM has also been identified within this section.

In this Grade SEM there is candidate evidence from:

- Task 1 Prepare and plan for the production of complex timber-based products
- Task 2 Produce complex timber-based products
- Task 3 Assemble and finish complex timber-based products
- Task 4 Install complex timber-based products and components

Candidate evidence

This section includes exemplars of candidate work, photographs of the work in production (or completed) and practical observation records of the assessment completed by provider assessors. This was evidence that was captured as part of the assessment and then internally marked by the provider assessor.

Assessment materials

The Occupation Specialism brief and tasks can be downloaded from [here](#).

Important things to note:

- We discussed the approach to standard setting/maintaining with Ofqual and the other awarding organisations before awarding this year. We agreed to take account of the newness of qualifications in how we awarded this year to recognise that students and teachers are less familiar with the assessments (Vocational and technical qualifications grading in 2023 – Ofqual blog), whilst also recognising the standards required for these qualifications.
- The evidence presented, as a whole, was just above the distinction grade boundary. However, performance across the tasks may vary (i.e. some tasks completed to a higher/lower standard than distinction grade).

Grade descriptor

To achieve a distinction, a candidate will be able to:

Demonstrate an exemplary performance that fully meets the requirement of the brief, demonstrating exemplary technical skills and techniques for carpentry, joinery production and fitting, and is able to enter the industry to begin to work in the occupational area.

They will demonstrate relevant and comprehensive knowledge and understanding of component production, assembly, finishing of carpentry and joinery as well as fitting joinery products and carpentry and joinery principles and processes.

They will work safely and make informed and appropriate use of tools, materials, and equipment within the construction environments that they are operating.

Competently and independently, they will interpret information, demonstrate excellent planning, assess risk, and follow safe working methods when applying the technical skills to practical tasks and procedures.

Carry out tasks to an exemplary standard as recognised by industry, producing an excellent quality of work that meets acceptable tolerances, regulations, and standards.

Solution focussed, confidently completing complex tasks and rectifying faults in carpentry and joinery. They will be able to accurately research, identify and rectify issues independently.

Consistently use industry terminology appropriately in both written and verbal contexts.

Task 1 Prepare and plan for the production of complex timber-based products

Assessment number (eg 1234-033)	8711-306
Assessment title	Carpentry and Joinery Occupational Specialism

Candidate name	<first name> <surname>
City & Guilds candidate No.	ABC1234

Provider name	<provider name>
City & Guilds provider No.	999999a

Task(s)	1
Evidence title / description	<ul style="list-style-type: none"> • A method statement • A risk assessment • A material list also containing tools and equipment • A cutting/component list
Date submitted by candidate	DD/MM/YY

Task 1

Assessment themes:

- Health and safety
- Design and planning
 - Documents
 - Setting out details by rod

You will be provided with the assignment brief and given time to plan for the construction of the timber stud cloakroom complete with a segmental headed door lining with matching architrave.

a) Plan for the carpentry and joinery work required for the cloakroom

You should:

- detail the materials required, take measurements of the working area to calculate quantities of materials needed and provide reasoning why you are requesting these resources
- produce a materials list and a method statement planning your works and a risk assessment. The method statement should include a detailed sequence of activities, safety precautions and rationale for the tools and equipment selected
- complete the pro-forma for the method statement, materials list, cutting/component list, and risk assessment included within the resource materials provided. You will be provided with the pro-formas at the beginning of this assignment.
- take measurements of the working area to confirm the wall dimensions and calculate lengths and angles
- provide the quantities of stud materials needed with a rationale as to why you are requesting these resources.

b) Produce setting out details, templates and formers required for the construction of the curved headed lining and architrave

You must produce your own templates and formers.

c) Communicate rod and setting out details to the project manager

Your tutor/assessor will act as the project manager during the presentation and record any feedback on the tutor/assessor feedback form.

You will communicate the rod and design details to the project manager.

You must complete this activity prior to carrying out the works.

If you provide a plan that is not fit for purpose it is expected that the tutor/assessor should intervene and provide necessary feedback and corrective guidance to the plans prior to you carrying out the tasks, however this will be commented on in the marking documentation and reflected in marks awarded.

Additional evidence of your performance that must be captured for marking:

- Tutor/assessor observations
 - of the measurements and site location/work carried out by you, confirming site conditions at the start of the planning activity.
 - of the templates of the door lining and architraves prior to manufacture
 - of the former made for lining head
 - of the rod production and presentation of the rod detail to the project manager

Candidate evidence

Completed Method Statement

Task 1- prepare and plane for the production of complex timber-based products.

-setting out details

-produce former

To set out the arched door lining you will need a sheet of plywood, find the centre of the sheet and draw a line. Mark down 500mm then 100mm from that point, then bisect the drawing, draw a line using a straight edge through the middle of each bisect until it hits the centre line. Using the trammel put the point on the centre line you just marked and the pencil point on the 500mm line and this should make the curve for the arch.

To make the arch you need a thin piece of plywood, screw the plywood to the radius point you made earlier. Measure the gap between the two screws on the router and drill them into the plywood also making a hole for the router to pass through. After that is done you can pin pieces of plywood up to the 100mm mark and router 2 arches.

The reason I am asking for the materials in the cutting list is to produce the work that is provided to at the highest quality.

Task 2- produce complex timber-based products

-jointed door lining components, shaped moulded architrave components

When you have the two-ply arches, you need to make soldiers that are 64mm and drill them to the ply arches at 100mm centres making them flush. You would then get some laminate timber sections and glue this to your arch using cascasmite glue which you would mix with water. You will use T-bar and sash clamps to hold this in place. To make the lining that fits the suited door which is 838mx1981mm you will do a partial housing joint 8x8 using a chisel to chop the timber out, after their chiselled and fit the lining, you need to make the lining square and put braces on to keep it square and in place. To make the curved head architrave you will need to move the router template 8mm and place your piece of MDF and router through it using goggles and ear defender for safety. To mould the architrave, you will get the router and fit the bullnosed cutter, secure the architrave in place and pull the router through to form the moulds on the legs and head.

Task 3 assemble and finish complex timber-based products.

Studwork

Fit door lining

Plasterboard and architrave

When doing the studwork, you need to mark out the floor for the studwork to match the drawing then cut all the timber to length, get the 4 studs you need for the 45-degree angle will need to be cut a 22.5 degree angle through the studs using a rip saw (following the method statement on this machine while using ear defenders and goggles and have m/h class hoovers) to make the studwork more sturdy and easier for the plasterboard to fix to it. then fit the timber studs with 2 screws top and bottom making sure everything is square and plumb. After the studwork is done, you then fit the noggins in between the studs to stiffen the frame. These are at half height to the overall frame height. The door lining will be fitted using packers to make sure its square and plumb then you will screw it to the stud work, with 5 sets of 2 screws for each leg. You make sure that the leg is plumb with no gaps using a long level, and making sure the lining isn't 'in wind'. The lining needs to stick out the same thickness of the

plasterboard, then you will proceed to fit the plasterboard staggering them to the half stud. Screws should be put in at every 150mm with heads just below the surface of the plasterboard, so the plasterboard is secure. To fit the architrave, you will mark out an 8mm gap from the inside edge of the lining across the lining for where the architrave will sit. Measure and cut the architraves to the angle and nail them into the lining punching the nails below the surface.

Task 4 install complex timber-based products

Door hung

Door lock and handles

To fit the door, you will mark out the 75mm butt hinges on the door and lining 150mm down, 225mm up and the other hinge in the middle of the door, then cut them out with a mallet and chisel being careful of your fingers, then you proceed to hang the door ensuring a 2mm gap around the door. The door will have a leading edge to make sure that the door doesn't bind when closing. When the door is hung you will then mark out the lock. 990mm to the centre of the spindle from the bottom of the door and proceed to drill several 16mm holes and use a chisel to clean it up so it fits perfectly, you will then mark out where the spindle and lock hole will go then drill a 16mm hole for the spindle and 12 mm hole for the lock. After the holes are drilled you will fit the lock and handle making sure the handle is level. You will then mark on the closing lining for the strike plate and chisel it out using a mallet and chisel, after the striking plate is in you will then test the door and where the door is flush to the lining you will fit the door stops making sure the door doesn't rattle.

Completed Risk Assessment

Task 1- prepare and plane for the production of complex timber-based products.

-setting out details

-produce former

Hazard	Risk	Control	Probability
Router usage	Changing cutter Using the router to cut Inhaling dust	5-point check Training – by a trained and competent person. Following manufacturer's instructions. Toolbox talks PPE Using vacuum to stop dust	The probability is medium because the machine is harder to control and is a very fast machine
Cordless drill	Drilling screws and slipping Using a clearance	Professional training Focus when using the tool PPE	The probability is low because it is easy to control and a lower speed machine
Dust and noise	Inhaling dust into lungs Tetanus	Wear PPE Use LEV on power tools and to clean up dust Good ventilation	The probability is low is professional PPE is worn and suitable equipment is used
Manual Handling	Pulling a muscle and damaging skin	Trained- by a trained and competent person	Probability of this happening is medium if you are not trained

Task 2- produce complex timber-based products

-jointed door lining components, shaped moulded architrave components

Hazard	Risk	Control	Probability
Cascamite	Dust particles in eyes and the glue on your skin	Face mask and safety specs.	Probability is high because when the powder is mixed with water dust is always going to be in the air
Hand tools -hammer	Slipping and the tool hitting your hand	Professional training PPE	The probability is low if you have professional training, and these tools

-chisels -mallet -drill	Keep your hands behind the drill and not where you're drilling and when using a chisel		are easy to control as they are not powerful.
Manual handling	Pulling a muscle and damaging skin	Trained- by a trained and competent person	Probability of this happening is medium if you are not trained
Wood Machinery	Not using them correctly cutting yourself Losing a limb	Trained by a competent person Use the method statement and instructions on the machine	The probability of this happening is medium if you are not focus and trained

Task 3 assemble and finish complex timber-based products.

Studwork

Fit door lining

Plasterboard and architrave

Hazard	Risk	Control	Probability
Hammer usage Panel saw usage	Hitting your hand with a hammer Slipping using a panel saw	training and using tool correctly.	The probability is medium because the nail is a small surface and is easy to miss. The panel saw can easily slip
Hop up for fixing stud work	Falling off the hop up	Always keep both feet on the hop up Don't lean over on the hop up, move the hop up to where it is needed to be	The probability of this is medium because you are over a 1ft of the ground and take the wrong step at any moment
Manual handling	Moving plasterboard and timber which might be heavy and awkward to carry	Professional training for carrying materials Have 2 or more people carrying with you	The probability of this is medium because you can think you can lift more than you can and hurt yourself.
Cordless drill	Drilling screws and slipping Using a clearance	Professional training Focus when using the tool PPE	The probability is low because it is easy to control and a lower speed machine

Wood Machinery	Not using them correctly cutting yourself Losing a finger	Trained by a competent person Use the method statement and instructions on the machine	The probability of this happening is medium if you are not focus and trained
Ladder	Falling from height	Trained by a trained and competent person	The probability of this happening in low if the ladder is in the correct position and you are not leaning

Task 4 install complex timber-based products

Door hung

Door lock and handles

Hazard	Risk	Control	Probability
Using hand tool to hang door Chisels Cordless drill	Your hand slipping while using a chisel or drill	Keep your other hand behind the tool that you are using PPE	The probability of this happening is low because the drill is not a powerful tool, and a chisel is and easier tool to use when it is sharpened correctly
Manual handling	Pulling a muscle and damaging skin	Trained- by a trained and competent person	Probability of this happening is medium if you are not trained

Completed Materials List

Tools/Equipment/Materials	Quantity
Combi drill	1
Trammel	1
router	1
Pencil	1
Panel saw	1
level	1
Door lock	1
vacuum	1
screws	100
Hinges	3
Door lock	1
Hop up	1
Chisel	1
Square	1
Nails	10
Clearance	1
Drill bit	1
Plane	1
Tennon saw	1
Plaster board	3
Laminate	6
timber	
Dry wall screws	25
Tape Measure	1
Pad saw	1
Ladder	1
Packers	20
Safety goggles	1
Ear defenders	1
Door handles	1
Door latch	1
Spindle	2

Completed Cutting/Component List

Task 1- prepare and plane for the production of complex timber-based products.

-setting out details

-produce former

Item/part	Name	Description	Qty.	Species/ Material	TH x W x L	Comments
1	plywood sheet	Marking the arch	1	ply	18mmx2440mmx1220mm	

Task 2- produce complex timber-based products

-jointed door lining components, shaped moulded architrave components

Item/part	Name	Description	Qty.	Species/ Material	TH x W x L	Comments
1	Laminate	For door lining	5	European softwood	5mmx94mmx1420mm	
2	Soldiers	For curved head	12	CLS	38mmx63mmx64mm	
3	Lining legs	For lining	2	European redwood	27mmx94mmx1993mm	
4	Transom	For lining	1	European redwood	27mmx94mmx856mm	
5	Architrave	For legs	2	European redwood	15mmx45mmx2017mm	
6	Architrave	For curved head	1	MDF	15mmx45mmx850mm	

Task 3 assemble and finish complex timber-based products.

Studwork

Fit door lining

Plasterboard and architrave

Item/part	Name	Description	Qty.	Species/ Material	TH x W x L	Comments
1	studs	For studwork	9	CLS	38x63x2400mm	
2	Head plate	Studwork	1	CLS	38x63x1250mm	
3	Head plate	studwork	1	CLS	38x63x1220mm	
4	headplate	studwork	1	CLS	38x63x415mm	
5	Noggins	studwork	3	CLS	38x63x600mm	

6	Base plate	studwork	1	CLS	38x63x415mm	
7	Base plate	studwork	1	CLS	38x63x1220mm	
8	plasterboard	For plastering	1	Standard	12.5x1200x2400mm	
Task 4 install complex timber-based products Door hung Door lock and handles						
Item/part	Name	Description	Qty.	Species/ Material	TH x W x L	Comments
1	Door	door	1	Timber door	35mm x838mmx 1981mm	
2	Hinges	For door	3	Satin Butt hinge	3mmx20mmx75mm	
3	lock	For door	1	Privacy Mortise lock		
4	Handles	For door	2	Satin door handles		
5	Door latch	For door	1	Satin door latch		
6	Spindle	For door handle	2			

Practical Observation (PO) Form (Task 1)

8711-36 T Level Technical Qualification in Onsite Construction

8711-306 Carpentry and Joinery (Summer 2023)

Candidate name	<first name> <surname>
City & Guilds candidate No.	ABC1234
Date	27/02/23

Provider name	<provider name>
City & Guilds Provider No.	999999a

Task 1 assessment themes:

- Health and safety
- Design and planning
 - Documents
 - Setting out details by rod

Record observation notes below to inform internal marking and external moderation. Notes must be detailed, accurate and differentiating which use terminology from the mark grid along with specific examples observed. Notes must identify areas of strength and weakness, distinguish between different qualities of performance and to facilitate accurate allocation of marks once all evidence has been submitted.

Assessment Themes	Assessor observation notes
Health and safety <ul style="list-style-type: none"> • Risk assessment • Risk mitigation • Harm and probability factors • Adherence to health and safety 	<p>Candidate has demonstrated that his knowledge and understanding of risk assessments is very comprehensive. He has identified wide range of risk mitigations for example when using cascamate (Dust particles in eyes and the glue on your skin). Harm and probability factors have been identified as high for cascamate, however he has explained the control measures required eg face mask and safety specs. Candidate documents for task 1 are demonstrating that he adheres to health and safety.</p>
Design and planning (documents) <ul style="list-style-type: none"> • Quality of documentation • Justifications • Adherence to brief 	<p>I have read through the candidate's cutting/components list – Finished to good standard and identified wide range of components. Spindle sizes and grade of timber have not been identified.</p> <p>I have read through the candidate's method statements – He has provided a detailed method statement which demonstrate logical sequencing and contains reasoning and justification for tools and equipment being used for example (the 4 studs you need for the 45-degree angle will need to be cut a 22.5 degree angle using the rip saw (following the method statement on this machine while using ear defenders and goggles and have m/h class hoovers) appropriate to the specification brief showing attention) Use of terminology is correct most of the time with few minor errors for example not identifying the length and type of fixings.</p>

	I have read through the candidate's resource list- He has provided a wide range of tools, equipment and materials, however correct terminology and dimensions have been missed off for example – type of chisel, hinge sizes, nail length, plasterboard screw length. I have observed Candidate taking measurements from an allocated space/work area and determine the stud requirements with correct positioning
Design and planning (setting out details by rod) <ul style="list-style-type: none"> • Measurements • Rods • Accuracy • Communication 	<p>I have observed the candidate producing complex timber-based components/products to specification with attention to -</p> <p>Accurate calculations & marking out - Candidate measured his work area and documented his dimensions, he the remeasured and noted down the measurements. Candidate demonstrated that he could follow the drawing dimensions and identified his own mistake when setting out and altered it (transom in wrong position by 6mm.) the door lining met the correct dimensions after the alteration, all overall size and set out to the correct shape and clearly set out.</p> <p>Appropriate jointing method selected for setting out details – Candidate used full housing on transom set into the leg 10mm and legs joining head with tongue and groove appropriate proportions and a lot of thought being put into how the curved section.</p> <p>Stud locations marked out within 3 mm – studs were correctly positioned within 1.5mm.</p> <p>Communication - The accuracy was completed to a good standard and the rod details were communicated well, he was able to explain in detail about the process of setting out. when talking about his setting out he was able to use the correct terminology and able to identify all the equipment that he was using for setting out.</p>

Any other aspects

Internal assessor signature	Date
<hr/> <p>X</p> <hr/>	17/03/23

If completing electronically, double click next to the 'X' to add an electronic signature once the record is **finalised**.

Task 2 Produce complex timber-based products

Assessment number (eg 1234-033)	8711-306
Assessment title	Carpentry and Joinery Occupational Specialism

Candidate name	<first name> <surname>
City & Guilds candidate No.	ABC1234

Provider name	<provider name>
City & Guilds provider No.	999999a

Task(s)	2
Evidence title / description	<ul style="list-style-type: none"> • Photographic evidence • Video evidence
Date submitted by candidate	DD/MM/YY

Task 2

Assessment themes:

- Health and safety
- Design and planning
 - Documents
 - Setting out details by rod
- Produce complex timber-based products
 - Produce complex timber-based structures
 - Use of hand and power tools
 - Use of machinery

You will be provided with your plans from Task 1 at the beginning of this assessment.

For task 2 candidates need to produce the following pieces of evidence

- Jointed door lining components, shaped and moulded architrave components

You should complete the work as described in the assignment brief specifications, for the production of components for the door frame and studwork.

Additional evidence of your performance that must be captured for marking:

- Tutor/assessor observations
 - Marking out (face marks, mortice/shoulder lines, gauging lines)
 - Jointed components, joints prior to dry fitting (shoulder lengths, gaps in joints in comparison to marking out)
 - Use of hand and power tools/machines
- Photographs taken by your tutor/assessor at various stages of the task.

Candidate evidence

Completed PO Form

Practical Observation (PO) Form (Task 2)

8711-36 T Level Technical Qualification in Onsite Construction

8711-306 Carpentry and Joinery (Summer 2023)

Candidate name	<first name> <surname>
City & Guilds candidate No.	ABC1234
Date	27/02/23

Provider name	<provider name>
City & Guilds Provider No.	999999a

Task 2 assessment themes:

- Health and safety
- Design and planning
 - Documents
 - Setting out details by rod
- Produce complex timber-based products
 - Produce complex timber-based structures
 - Use of hand and power tools
 - Use of machinery

Record observation notes below to inform internal marking and external moderation. Notes must be detailed, accurate and differentiating which use terminology from the mark grid along with specific examples observed. Notes must identify areas of strength and weakness, distinguish between different qualities of performance and to facilitate accurate allocation of marks once all evidence has been submitted.

Assessment theme	Assessor observation notes
Health and safety <ul style="list-style-type: none">• Risk assessment• Risk mitigation• Harm and probability factors• Adherence to health and safety	Candidate gave wide range of risk mitigations for example use of machines and power tools. He has identified that for use of machines he should be trained by a trained and competent person. He demonstrated that he could follow his risk assessment and method statement on this task and work. All processes carried out using power tools and machinery were done safely and maintain a tidy work area throughout the tasks also correct PPE is identified and worn at all times. Whilst working through the tasks, he adhered to the risk assessment and safe working practices were followed by keeping work areas clean and tidy, all-in accordance with current regulations and legislation.

<p>Design and planning (documents)</p> <ul style="list-style-type: none"> • Quality of documentation • Justifications • Adherence to brief 	<p>I have read through the candidate's cutting/components list – Finished to good standard and identified wide range of components. Spindle sizes and grade of timber have not been identified.</p> <p>I have read through the candidate's method statements – he has provided a detailed method statement which demonstrates logical sequencing and contains reasoning and justification for tools and equipment being used. For example the 4 studs you need for the 45-degree angle will need to be cut a 22.5 degree angle using the rip saw (following the method statement on this machine while using ear defenders and goggles and have m/h class hoovers) appropriate to the specification brief showing attention. Use of terminology is correct most of the time with few minor errors for example not identifying the length and type of fixings.</p> <p>I have read through the candidate's resource list - he has provided a wide range of tools, equipment and materials, however correct terminology and dimensions have been missed off. For example – type of chisel, hinge sizes, nail length, plasterboard screw length. I have observed the candidate taking measurements from an allocated space/work area and determine the stud requirements with correct positioning.</p>
<p>Design and planning (setting out details by rod)</p> <ul style="list-style-type: none"> • Measurements • Rods • Accuracy • Communication 	<p>I have observed the candidate producing complex timber-based components/products to specification with attention to -</p> <p>Accurate calculations & marking out – the candidate measured his work area and documented his dimensions, he the remeasured and noted down the measurements. Candidate demonstrated that he could follow the drawing dimensions and identified his own mistake when setting out and altered it (transom in wrong position by 6mm.) the door lining met the correct dimensions after the alteration, all overall size and set out to the correct shape and clearly set out.</p> <p>Appropriate jointing method selected for setting out details – the candidate used full housing on transom set into the leg 10mm and legs joining head with tongue and groove appropriate proportions and a lot of thought being put into how the curved section.</p> <p>Images show the candidate setting his door lining out and all dimensionally accurate within the 2mm section and detail within 1mm.</p> <p>Candidate templates & patterns were completed to accurate finish and matched the rod. Health and safety were followed throughout the process including use of extraction and PPE and work area left clean and tidy.</p>
<p>Produce complex timber-based products (produce complex timber-based structures)</p> <ul style="list-style-type: none"> • Sequence • Calculations • Defects • Tolerances • Errors/mistakes 	<p>Candidate has demonstrated that he can produce complex timber-based components/products to specification with attention to:</p> <p>The accuracy of calculations and marking out was very good. Demonstrated that he could transfer lines from rod drawing to his door lining material. shoulders and joint positions were finished to within 0.5 mm and appropriate jointing methods were selected. Face and edge were clearly labelled when marking out and machining and marked out in pairs. Timber defects considered and were put on back of door lining. Curved head was completed to good standard, correctly glued together and cramped together left to dry. Finish of door lining was very good with minor errors for example slight gap of 0.5mm on 1 shoulder joining leg to head.</p>

	The door lining was glued and screwed on each joint and then the candidate planed the joints and sanded the outside edge of the lining. The prep carried out on his lining was completed to a good standard, it was squared and braced ready for installation.
Produce complex timber-based products (use of hand and power tools) <ul style="list-style-type: none"> • Selection • Handling • Tool maintenance 	Power tools used – combi drill, router, orbital sander and vacuum - carried out pre checks on power tools to make sure they were safe. Work areas left clean and tidy. Power tool use was all completed following health and safety and followed manufactures instructions.
Produce complex timber-based products (use of machinery) <ul style="list-style-type: none"> • Inspection • Setting • Safety • Profiling and jointing 	Inspection of all machinery that was used was, he followed method statements that are on each machine. Setting up of each machined followed manufacturer's instructions and health and safety regulations. Machining of joinery components, he used cross cut, resaw, thicknesser, surface planer, router table.

Any other aspects

Internal assessor signature	Date
X _____	17/03/23

If completing electronically, double click next to the 'X' to add an electronic signature once the record is **finalised**.

Photographic evidence



Task 3 Assemble and finish complex timber-based products

Assessment number (eg 1234-033)	8711-306
Assessment title	Occupational specialism

Candidate name	<first name> <surname>
City & Guilds candidate No.	ABC1234

Provider name	<provider name>
City & Guilds provider No.	999999a

Task(s)	3
Evidence title / description	<ul style="list-style-type: none"> • Photographic evidence • Video evidence
Date submitted by candidate	DD/MM/YY

Task 3

Assessment themes:

- Health and safety
- Design and planning
 - Documents
 - Setting out details by rod
- Assemble and fix components
 - Dry fit and adjust components
 - Assemble/fix components

For task 3 candidates need to produce the following pieces of evidence

- Studwork complete with plasterboard to face around door opening
- Fitted door lining
- Fixed architraves to lining

You should complete the work as described in the assignment brief specifications, for the assembly and finish of the studwork, lining and architrave

Additional evidence of your performance that must be captured for marking:

- Tutor/assessor observations:

Door lining:

- The finished door lining
 - The finished studwork for quality of finish
 - The fixed door lining with plasterboard and architraves
- Photographs taken by your tutor/assessor at various stages of the task.

Candidate evidence

Completed PO Form

Practical Observation (PO) Form (Task 3)

8711-36 T Level Technical Qualification in Onsite Construction

8711-306 Carpentry and Joinery (Summer 2023)

Candidate name	<first name> <surname>
City & Guilds candidate No.	ABC1234
Date	27/02/23

Provider name	<provider name>
City & Guilds Provider No.	999999a

Task 3 assessment themes:

- Health and safety
- Design and planning
 - Documents
 - Setting out details by rod
- Assemble and fix components
 - Dry fit and adjust components
 - Assemble/fix components

Record observation notes below to inform internal marking and external moderation. Notes must be detailed, accurate and differentiating which use terminology from the mark grid along with specific examples observed. Notes must identify areas of strength and weakness, distinguish between different qualities of performance and to facilitate accurate allocation of marks once all evidence has been submitted.

Assessment theme	Assessor observation notes
Health and safety <ul style="list-style-type: none">• Risk assessment• Risk mitigation• Harm and probability factors• Adherence to health and safety	Risk assessment for task 3 demonstrates a range of hazards, however more detail could have been included for wood machinery and power tools. Range of risks was included for example wood machinery not using the correct them correctly could result in cutting yourself or losing finger. All processes carried out using power tools and machinery were done safely and maintain a tidy work area throughout the tasks also correct PPE is identified and worn at all times. Whilst working through the tasks, he adhered to the risk assessment and safe working practices were followed by keeping work areas clean and tidy, all-in accordance with current regulations and legislation. Access equipment used was checked before use and he made sure it was set up correctly when using it.

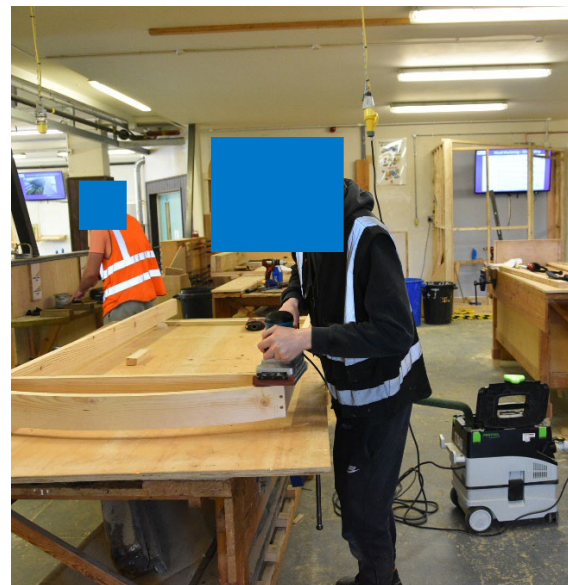
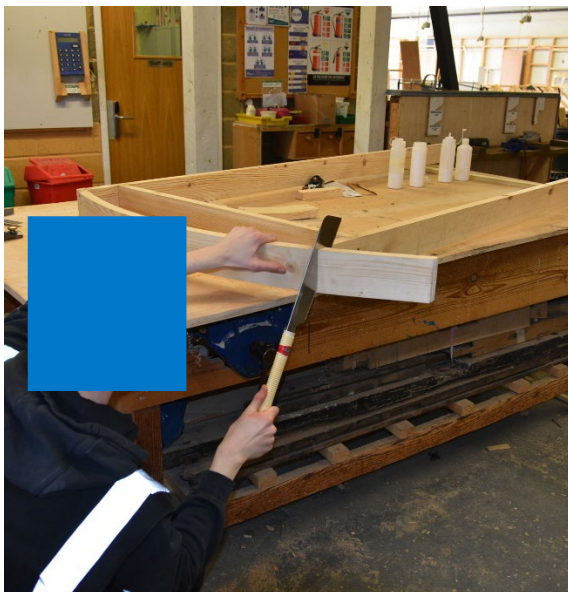
Design and planning (documents) <ul style="list-style-type: none"> • Quality of documentation • Justifications • Adherence to brief 	<p>I have read through the candidate's documents, and they were clear and followed the brief. In his method statement he explained in detail what process he was going to carry out the installation of the stud work, door lining and plasterboard.</p> <p>Resource list and cutting list was good however minor detail were missing for example size of screws, plasterboard type.</p>
Design and planning (setting out details by rod) <ul style="list-style-type: none"> • Measurements • Rods • Accuracy • Communication 	<p>Candidate setting out for the position of his stud work was dimensionally accurate and was within 1mm and lines on wall were plumb. When talking about his setting out he was able to use the correct terminology and able to explain his reasoning for the way he had designed it.</p>
Assemble and fix components (dry fit and adjust components) <ul style="list-style-type: none"> • Adjustments • Checks • Use of tools / dexterity • Adherence to brief • Accuracy 	<p>Candidate demonstrated that he could check his work before assemble ensuring that it would meet the specification. His use of tools and dexterity was shown through his confidence of the tools and equipment. He demonstrated that he could change tooling and use them following correct processes. The accuracy was to a good standard.</p>
Assemble and fix components (assemble/fix components) <ul style="list-style-type: none"> • Preparation • Marking out • Accuracy • Quality of finished product • Joints • Protection 	<p>The studwork components were cut to the required dimensions and fixed together. Studs were plumb and fixed at the correct centres. Door lining fixed into opening to the correct dimensions using a range of tools, door lining was level and plumb. All processes throughout were carried out in a safe manner. Studwork joints with no gaps and did not exceed 0.5mm and noggins fixed flush with face of studs and Studwork dimension as per drawing. Studwork plumb on both faces within 0.5 mm and studs fixed to correct centres. Noggins installed to provide support to plasterboard above lining head and door opening fabricated to size and centrally within studwork plasterboard securely fixed to studwork and securely fixed.</p> <p>The door lining was installed using a range of tools and equipment which he assembled using different techniques. Door lining was assembled to good standard which had minor gaps of 0.5mm on 1 joint which was the leg joining the head. Inside faces are cleaned up prior to assembly and components checked against the setting out/rod/templates. Joints securely fixed without movement and lining was square and without twist, transom was level and jambs plumb within.</p>

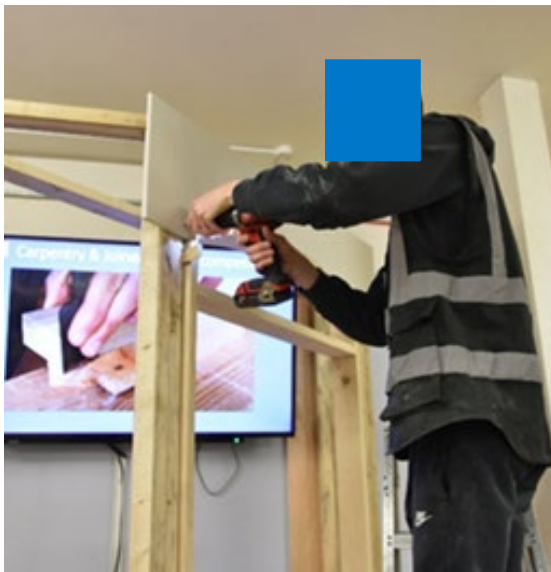
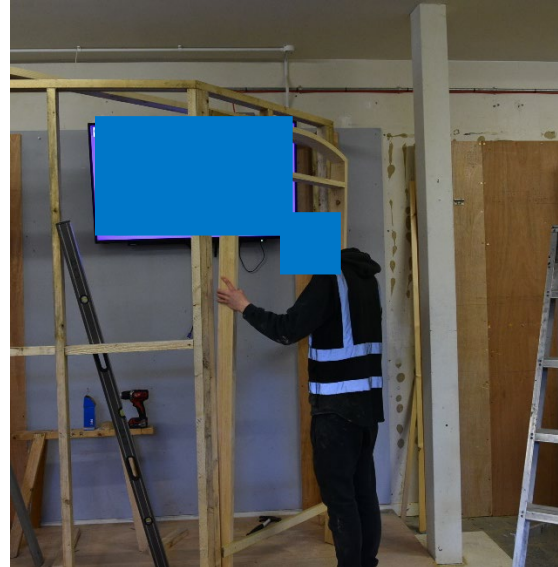
Any other aspects**Internal assessor signature****Date****X**

17/03/23

If completing electronically, double click next to the 'X' to add an electronic signature once the record is **finalised**.

Photographic evidence





Task 4 Install complex timber-based products and components

Assessment number (eg 1234-033)	8711-306
Assessment title	Occupational specialism

Candidate name	<first name> <surname>
City & Guilds candidate No.	ABC1234

Provider name	<provider name>
City & Guilds provider No.	999999a

Task(s)	4
Evidence title / description	<ul style="list-style-type: none"> • Photographic evidence • Video evidence
Date submitted by candidate	DD/MM/YY

Task 4

Assessment themes:

- Health and safety
- Design and planning
 - Documents
 - Setting out details by rod
- Installation of item
- Quality inspection

For task 4 candidates need to produce the following pieces of evidence

- Door hung in opening complete with privacy lock and furniture

You should complete the work as described in the assignment brief specifications, for the hanging of the door and fitting of the lock and handles.

Additional evidence of your performance that must be captured for marking:

- Tutor/assessor observations:
 - The process of hanging the door and fitting the privacy lock
- Photographs taken by your tutor/assessor at various stages of the task.

Candidate evidence

Completed PO form

Practical Observation (PO) Form (Task 4)

8711-36 T Level Technical Qualification in Onsite Construction

8711-306 Carpentry and Joinery (Summer 2023)

Candidate name	<first name> <surname>
City & Guilds candidate No.	ABC1234
Date	27/02/23

Provider name	<provider name>
City & Guilds Provider No.	999999a

Task 4 assessment themes:

- Health and safety
- Design and planning
 - Documents
 - Setting out details by rod
- Installation of item
- Quality inspection

Record observation notes below to inform internal marking and external moderation. Notes must be detailed, accurate and differentiating which use terminology from the mark grid along with specific examples observed. Notes must identify areas of strength and weakness, distinguish between different qualities of performance and to facilitate accurate allocation of marks once all evidence has been submitted.

Assessment theme	Assessor observation notes
Health and safety <ul style="list-style-type: none">• Risk assessment• Risk mitigation• Harm and probability factors• Adherence to health and safety	Health and safety were maintained throughout task 4. Candidate identified some of the main risks with this task and detailed the mitigations that will be used to reduce the risk and hazard. Correct PPE was worn when required and correct equipment was used when cleaning up. He demonstrated that he could adhere to the risk assessment, and he was always following current regulations and legislations.
Design and planning (documents) <ul style="list-style-type: none">• Quality of documentation• Justifications• Adherence to brief	The documents were completed to good standard, they were detailed and comprise planning for the task in hand. Recourse list and cutting list could be more detailed. For example size of the spindles, type of spindles and lock.

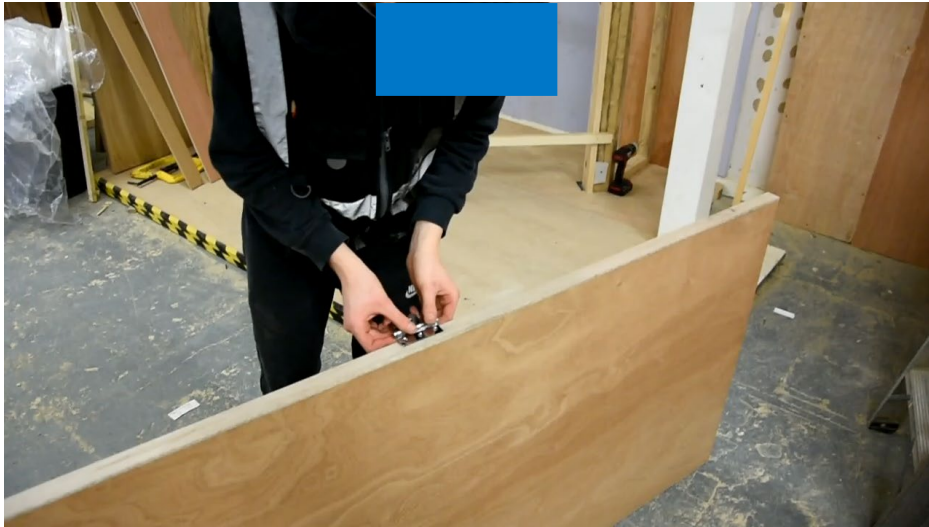
Design and planning (setting out details by rod) <ul style="list-style-type: none"> • Measurements • Rods • Accuracy • Communication 	<p>Candidate marked out his hinges to the correct positions of 150mm down from top of his door and 225mm from bottom of his door and middle hinge central between to the 2 hinges. The hinge positions were completed to accurate dimensions.</p> <p>These dimensions were transferred from his door to the lining which were clearly marked with marking gauge. Bathroom mortice lock was marked out to the correct height of 990mm to the centre of the spindle. The locks were clearly marked to accurate finish.</p>
Installation of item <ul style="list-style-type: none"> • Protection and handling • Fixings • Damage to faces • Positioning / fitting • Fitting of ironmongery 	<p>Candidate demonstrated that he could install complex timber-based structures and components, minimising damage, ensuring accuracy of installation and a quality of finish to the best of his ability. He fitted the door to good standard of 3 mm clearance to top and sides and allowed for 10 mm ground clearance. He fitted the 3 hinges with appropriate spacings no gaps around the hinges. The leading edge was applied and arris removed to good finish.</p> <p>The privacy ironmongery was fitted without gaps and the handles operated freely. The bathroom lock engaged with keep without excessive play. All components securely fixed with no damage to surrounding faces and he maintained a clean and tidy workstation throughout the assessment process.</p>
Quality inspection <ul style="list-style-type: none"> • Inspection • Quality checks 	<p>Inspection of the completed project was finished to a good standard with minor errors, hinges fitted but slight gap but not exceeding 1mm. curved architrave was installed with clean mitres on the joints; however the finish required a bit more sanding before installation. Overall finished of stud work, door lining, door hanging, and architrave was finished to a good standard.</p>

Any other aspects

Internal assessor signature	Date
	17/03/23

If completing electronically, double click next to the 'X' to add an electronic signature once the record is **finalised**.

Photographic Evidence





Get in touch

The City & Guilds Quality team are here to answer any queries you may have regarding your T Level Technical Qualification delivery.

Should you require assistance, please contact us using the details below:

Monday - Friday | 08:30 - 17:00 GMT

T: 0300 303 53 52

E: technicals.quality@cityandguilds.com

W: <http://www.cityandguilds.com/tlevels>

Web chat available [here](#).

The T Level is a qualification approved and managed by the Institute for Apprenticeships and Technical Education.

Copyright in this document belongs to, and is used under licence from, the Institute for Apprenticeships and Technical Education, © 2023. 'T-LEVELS' is a registered trademark of the Department for Education. 'T Level' is a registered trademark of the Institute for Apprenticeships and Technical Education. 'Institute for Apprenticeships & Technical Education' and logo are registered trademarks of the Institute for Apprenticeships and Technical Education.

We make every effort to ensure that the information contained in this publication is true and correct at the 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.

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). City and Guilds Group Giltspur House, 5–6 Giltspur Street London EC1A 9DE