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| Level 2 End-point Assessment for ST0096\_V02/AP01 Plasterer (Solid/Fibrous) (9086-11/12) |

**July 2021 Version 1.0**

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1. Introduction

### What is in this document

Recording forms to be used by Centres/End-point Assessment Customers/Employers including:

* Declaration of authentication – Moulding
* Declaration of authentication – Portfolio of evidence
* Portfolio evidence reference form – Solid
* Portfolio evidence reference form – Fibrous

This document must be used alongside the Assessment Pack for Centres / End-point Assessment Customers / Employers.

### How to use forms

Centres/End-point Assessment Customers/Employers/Training Providers must use the forms provided by City & Guilds in the format laid out in this document.

**Declaration of authenticity form**

**Moulding** – this form must be completed and submitted to the IEPA on the day of the skills test.

**Portfolio** - this form must be completed and submitted along with the Portfolio and evidence reference form.

**Portfolio evidence reference form**

In this form the evidence reference column should indicate the evidence reference number which should also be found on the header of the relevant piece of evidence.

The evidence type column should indicate the type of evidence submitted, for example witness testimony.

**Note: The evidence reference form must be uploaded as a word processing document.**

### Declaration of authentication – Moulding

|  |  |  |  |
| --- | --- | --- | --- |
| Apprentice |   | Enrolment number |  |

**Apprentice declaration:**

**I confirm that all work submitted is my own, and that I have acknowledged any sources I have used.**

|  |  |  |  |
| --- | --- | --- | --- |
| **Apprentice** |  | **Date** |  |

**Line manager declaration:**

**I confirm that all work was conducted under conditions designed to assure the authenticity of the Apprentice’s work, and am satisfied that, to the best of my knowledge, the work produced is solely that of the apprentice**

|  |  |  |  |
| --- | --- | --- | --- |
| **Line manager** |  | **Date** |  |

**Training Provider declaration (if appropriate):**

**I confirm that the evidenced presented by the Apprentice is ready for End-Point Assessment. It is valid, authentic, reliable, current, and sufficient to meet the requirements of the relevant standard.**

|  |  |  |  |
| --- | --- | --- | --- |
| **Training Provider** |  | **Date** |  |

### Declaration of authentication – Portfolio

|  |  |  |  |
| --- | --- | --- | --- |
| Apprentice |   | Enrolment number |  |

**Apprentice declaration:**

**I confirm that all work submitted is my own, and that I have acknowledged any sources I have used.**

|  |  |  |  |
| --- | --- | --- | --- |
| **Apprentice** |  | **Date** |  |

**Line manager declaration:**

**I confirm that all work was conducted under conditions designed to assure the authenticity of the Apprentice’s work, and am satisfied that, to the best of my knowledge, the work produced is solely that of the apprentice**

|  |  |  |  |
| --- | --- | --- | --- |
| **Line manager** |  | **Date** |  |

**Training Provider declaration (if appropriate):**

**I confirm that the evidenced presented by the Apprentice is ready for End-Point Assessment. It is valid, authentic, reliable, current, and sufficient to meet the requirements of the relevant standard.**

|  |  |  |  |
| --- | --- | --- | --- |
| **Training Provider** |  | **Date** |  |

### Assessment 703: Oral questioning (Solid plastering option)- portfolio evidence reference form

|  |  |  |  |
| --- | --- | --- | --- |
| Apprentice name |  | Enrolment number |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Centre name** |  | **Date completed** |  |

| **Standard reference** | **Evidence type****Employer /Training Provider only** | **Evidence reference****Employer /Training Provider only** | **Evidence meets standard****IEPA only** | **IEPA comments****IEPA only** |  |
| --- | --- | --- | --- | --- | --- |
|  |
| **K9** | Application methods for different types of render systems including colour rendering; run in situ moulding work in sand and cement. |  |  |  |  |
| **S8** | Repairing existing plaster: Renovate and restore internal and external effected surfaces back to original state. |  |  |  |  |
| **S11** | Rendering: Apply traditional, modern and machine applied render systems including colour rendering; run in situ moulding work in sand and cement. |  |  |  |  |
| **B1** | Positive and mature attitude:Conscientious, punctual, enthusiastic, reliable and professional including appearance. Take responsibility for personal judgements and actions. Be aware of the limits of personal competence. Show drive and energy in fulfilling requirements of role, including deadlines and being proactive not reactive. Show honesty and integrity by developing the trust of customers and colleagues and undertaking responsibilities in an ethical and empathetic manner. Demonstrate awareness of equality and diversity in all aspects of role. |  |  |  |   |
| **B3** | Effective communication: Oral (including listening), written, body language and presentation.Collaborate with others, e g colleagues, clients, architects, contract managers, other trades, clients, suppliers and the public regardless of differences in race, gender, sexual orientation, or other characteristics. |  |  |  |  |
| **B4** | Self-motivated learner: Identify personal development needs and take action to meet those needs. Keep up-to-date with best practice and new technology. Show initiative to independently complete work and solve problems by seeking out critical information |  |  |  |  |

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| **IEPA Overall comments and notes of any themes or areas to follow up in the oral questioning****IEPA only** |
|  |

### Assessment 704: Oral questioning (fibrous plastering option)- portfolio evidence reference form

|  |  |  |  |
| --- | --- | --- | --- |
| Apprentice name |  | Enrolment number |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Centre name** |  | **Date completed** |  |

| **Standard reference** | **Evidence type****Employer /Training Provider only** | **Evidence reference****Employer /Training Provider only** | **Evidence meets standard****IEPA only** | **IEPA comments****IEPA only** |  |
| --- | --- | --- | --- | --- | --- |
|  |
| **K13** | How to fix a range of cast mouldings such as enriched cornice, arches, columns, pilasters, corbels, ceiling centre and beam casing. |  |  |  |  |
| **K14** | How to restore existing mouldings including how to take squeezes of different types of mouldings using plaster, clay and silicone rubber to reproduce mouldings to match the original. |  |  |  |  |
| **S8** | Repairing existing plaster: Renovate and restore internal and external effected surfaces back to original state. |  |  |  |  |
| **S15** | Restoration of existing mouldings: Take squeezes of different types of mouldings using plaster, clay and silicone rubber to reproduce mouldings to match the original; produce and install mouldings for the repair of existing mouldings. |  |  |  |  |
| **B1** | Positive and mature attitude:Conscientious, punctual, enthusiastic, reliable and professional including appearance. Take responsibility for personal judgements and actions. Be aware of the limits of personal competence. Show drive and energy in fulfilling requirements of role, including deadlines and being proactive not reactive. Show honesty and integrity by developing the trust of customers and colleagues and undertaking responsibilities in an ethical and empathetic manner. Demonstrate awareness of equality and diversity in all aspects of role. |  |  |  |   |
| **B3** | Effective communication: Oral (including listening), written, body language and presentation.Collaborate with others, e g colleagues, clients, architects, contract managers, other trades, clients, suppliers and the public regardless of differences in race, gender, sexual orientation, or other characteristics. |  |  |  |  |
| **B4** | Self-motivated learner: Identify personal development needs and take action to meet those needs. Keep up-to-date with best practice and new technology. Show initiative to independently complete work and solve problems by seeking out critical information |  |  |  |  |

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| --- |
| **IEPA Overall comments and notes of any themes or areas to follow up in the oral questioning****IEPA only** |
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### Employer/centre/training provider portfolio checklist

|  |  |  |  |
| --- | --- | --- | --- |
| Apprentice |  Name | Enrolment number | 1234567 |

**Training Provider declaration (if appropriate):**

**I confirm that the evidenced presented by the Apprentice is ready for End-Point Assessment. It is valid, authentic, reliable and current and sufficient to meet the requirements of the relevant standard.**

|  |  |  |  |
| --- | --- | --- | --- |
| **Training Provider** | Name & Signature  | **Date** | DD/MM/YY |

|  |  |
| --- | --- |
| Portfolio of evidence checklist | Confirmed |
| 1. | Has the declaration of authenticity been signed (handwritten or electronic) by all parties? |[ ]
| 2. | Is all evidence valid, authentic, current and sufficient (VACS)? |[ ]
| 3. | Does the evidence clearly show it is the apprentice’s individual work (i.e. specific contribution in teamwork is made clear)? |[ ]
| 4. | Does the evidence meet all the requirements and grading criteria? (Typically there should be around 13 pieces of evidence). |[ ]
| 5. | Has the evidence reference form been completed and all evidence been referenced?  |[ ]
| 7. | Is the majority of the evidence holistic in its nature (ii.e one piece of evidence can cover more than on criteria)? |[ ]
| 8. | Has the portfolio been checked to make sure there is no duplication of evidence?  |[ ]
| 9. | Does the portfolio showcase the apprentice’s best pieces of work? |[ ]
| 10. | Are any witness testimonies or employer references tailored to the apprentice? |[ ]
| 11. | Has any client/customer reference information been anonymised/permission sought? |[ ]
| 12. | Have all external sources of information been appropriately documented and referenced to the original source, showing clear understanding of how they relate to the criteria?  |[ ]
| 13. | Has the appropriate stakeholder(s) checked whether the apprentice’s portfolio meets all the required knowledge, skills and behaviours as listed in the evidence form? |[ ]

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