HM Government

T-LEVELS

T Level Technical Qualification in Agriculture, Land Management and Production

Occupational Specialism in Floristry

Guide Standard Exemplification Material Distinction – Sample 2023

Version 1.1

City & Guilds

Version and date	Change detail	Section
November 2023 v1		
March 2026 v1.1	Minor amendment to first paragraph	Introduction

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Introduction

The sample evidence within this document refer to the Occupational Specialism in Floristry assignment. The aim of these materials is to provide centres with examples of knowledge, skills and understanding that attest to a distinction grade. In this document all exemplar evidence attests as examples of performance at the distinction grade boundary.

The evidence presented here has been developed to reflect a distinction grade within each task but is not necessarily intended to reflect the work of a single candidate. It is important to note that in live assessments a candidate's performance is very likely to exhibit a spikey profile and the standard of performance will vary across tasks. The GSEM illustrates linear performance across all pieces of evidence at the grade. A distinction grade will be based on a synoptic mark across all tasks.

The evidence in this Guide Standard Exemplification Material (GSEM) is separated into the sections as described below. Evidence is presented against tasks from the assignment. Assessors using the GSEM may find it helpful to review this document along with the sample assessment materials.

Task
This section details the evidence to be submitted for marking and any additional evidence required including any photo/video evidence. Also referenced in this section are the performance outcomes and assessment themes the evidence will be marked against when completing the tasks within it. In addition, evidence that has been included or not been included in this GSEM has been identified within this section.

In this GSEM there is evidence from:

- Task 1
- Task 2
- Task 3
- Task 4
- Task 5
- Task 6
- Task 7

Evidence
This section includes exemplars of evidence, photos/video recordings of the evidence in production (or completed) and assessor observation records of the assessment completed by centre assessors. This will be exemplar evidence that was captured as part of the assessment and then internally marked by the centre assessor.

The items of evidence included in the GSEMs are designed to illustrate the grade at evidence level. They are not intended to reflect the performance of a single candidate across the assignment. Not all items of evidence are included in the GSEM, however a representative sample of evidence from across the assignment has been included to sufficiently illustrate the standard of performance expected for each type of evidence.

Commentary

This section includes detailed comments to demonstrate how the evidence attests to the standard of distinction.

It is important to note that the commentary section is not part of the evidence or assessment but are evaluative statements on how and why that piece of evidence meets a particular standard.

Grade descriptors

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

Demonstrate an excellent level of performance that meets the requirement of the brief, demonstrating strong technical skills and techniques for planning, preparing and carrying out the work to high commercial standards with distinctive use of materials.

Thoroughly prepare work area to allow safe working, acknowledging potential risks and applying detailed control measures during tasks.

Focus on detail when gathering and interpreting information to plan, assess risk and follow safe working methods appropriately when applying a level of practical skills to constructing designs. Produce high quality commercially viable designs to satisfy the requirements of the client's brief.

Carry out practical tasks applying excellent knowledge and skills of principles and elements of design to a commercial standard. Produce work that meets relevant regulations and standards, with an aesthetic appearance with distinctive and intuitive use of materials and finish that is fit for purpose.

Identify characteristics and features of floriculture areas applying excellent knowledge and skills in how to record, present and analyse the information to satisfy the requirements of the brief.

Produce detailed planning and costing of designs correctly to be commercially viable.

Use technical terminology accurately.

Task 1 – Research

Task 1a)

Evidence contributes to the following:

Performance outcome	Assessment themes
PO2 Design all floral work to meet client requirements for special events	Plan and prepare for designs

Evidence	Assessment themes	Candidate producing	Assessor producing	Included in this GSEM
annotated mood board	PO2: Plan and prepare for designs	√		√ (wired only)

Candidate evidence – annotated mood board (wired design only)

Things to watch out for:
Do not use very dark blue of this will
Scale and proportion of the model
Outfit:
Plain bridal dre
Ideas:
Make slightly b
Curl aluminiun
Make framewor
'Cresh' bullion
various colours
Various bea
Outfit:
Plain bridal dress for maximum impact
Bibliography
Date accessed
www.cancerresearch.org
20.1.23
www.trianglenursary.co.uk
20.1.23
www.instagram.com
20.1.23
http://wally-klett.de/en/pictures/
20.1.23
https://www.pantone.com/uk/en/
20.1.23
apps.
Date accessed
InfoFlowers
20.1.23
CJLove
20.1.23
Magazines
Date accessed
Fusion Flowers (various)
20.1.23

Ideas:

Make slightly bigger because of the catwalk.
Curl aluminium wire into circles
Scrunch wire and add to circles
Various colours to match logo.
Various beads - assortment of colours

Materials that are suitable:

Amaranthus caudatus
Asparagus setaceus
Chamelaucium uncinatum
Craspidia globosa
Cymbidium sp. orchid
Eryngium planum
Freesia sp.
Galax urceolata
Gerbera & Germini
Gypsophilia paniculate
Hyacinthus orientalis
Hypericum x inodorum
Phalaenopsis sp. orchid
Rosa sp.
Zantedeschia

Outfit:

Plain bridal dress for maximum impact

Things to watch out for:

Do not use very dark blue or this will become dominant.
Scale and proportion of the model
Use white stem tape.
Don't make it too large so that the model can't hold it.

Sources of inspiration – The meaning of flowers (Botany)

Cymbidium = a symbolism of morality, virtue, beauty, and love.
Gerbera = lessens the sorrows and stresses of everyday life
Hyacinthus = joy
Eryngium = independence

Things to think about:

The fresh material must last for the duration of the event.
The fresh materials would need to mimic the round circles of the logo
Colours will need to be the same as the logo.
Framework would work if the shape of the design was 'C' in shape, can be any way round and the proportions can be elongated, perhaps one sided, as in a semi crescent, or half-moon.

Commentary

The candidate demonstrated an excellent ability to **plan and prepare for a design** that meets the requirements of the brief to a high commercial standard.

The candidate created a detailed mood board with clear connections to the charity's logo and its colour harmony of pinks and blues. The candidate used a comprehensive range of sources of information including the charity's website, a magazine, supplier apps, paper, wires, ribbon, fabric, and beads. Using multiple sources gave the candidate inspiration for shapes and textures, as well as colour and fresh materials. The candidate stated their sources of information in the annotations accurately, using technical terminology such as 'botany' and 'semi-crescent bouquet.'

The candidate's research findings are used in a complex manner to inform and justify how the design choices meet the brief. For example, the use of circles and curves picked up from the charity's logo linking to complex wiring techniques.

An excellent range of both fresh materials and sundries are suggested in the annotations; they applied excellent underpinning knowledge of specific characteristics of botanical materials appropriate to the occasion. For example, the *Eryngium planum* will last for the duration of the event.

The candidate considered the principles and elements of design to propose designs that link with the bridal outfits, scale, and proportion of the models on the catwalk. The candidate showed a depth of understanding of the charity and the event; their annotations show they have considered symbolism and botanical materials suitable for the brief. For example, the meaning of flowers as a source of inspiration with *Hyacinthus* that brings joy.

The annotations on the mood board clearly explain why the design ideas have been chosen.

Task 2 – Designs

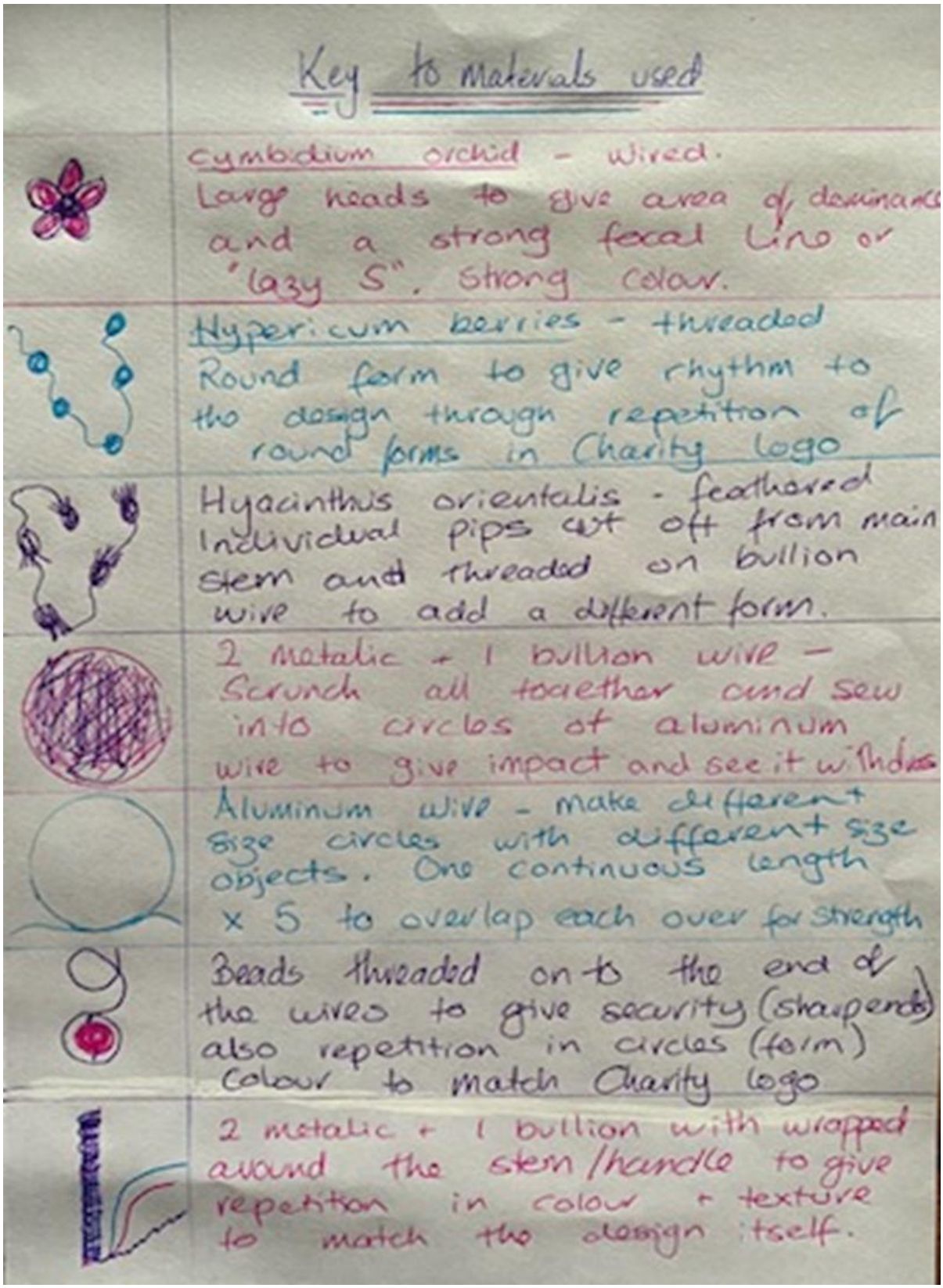
Task 2a)

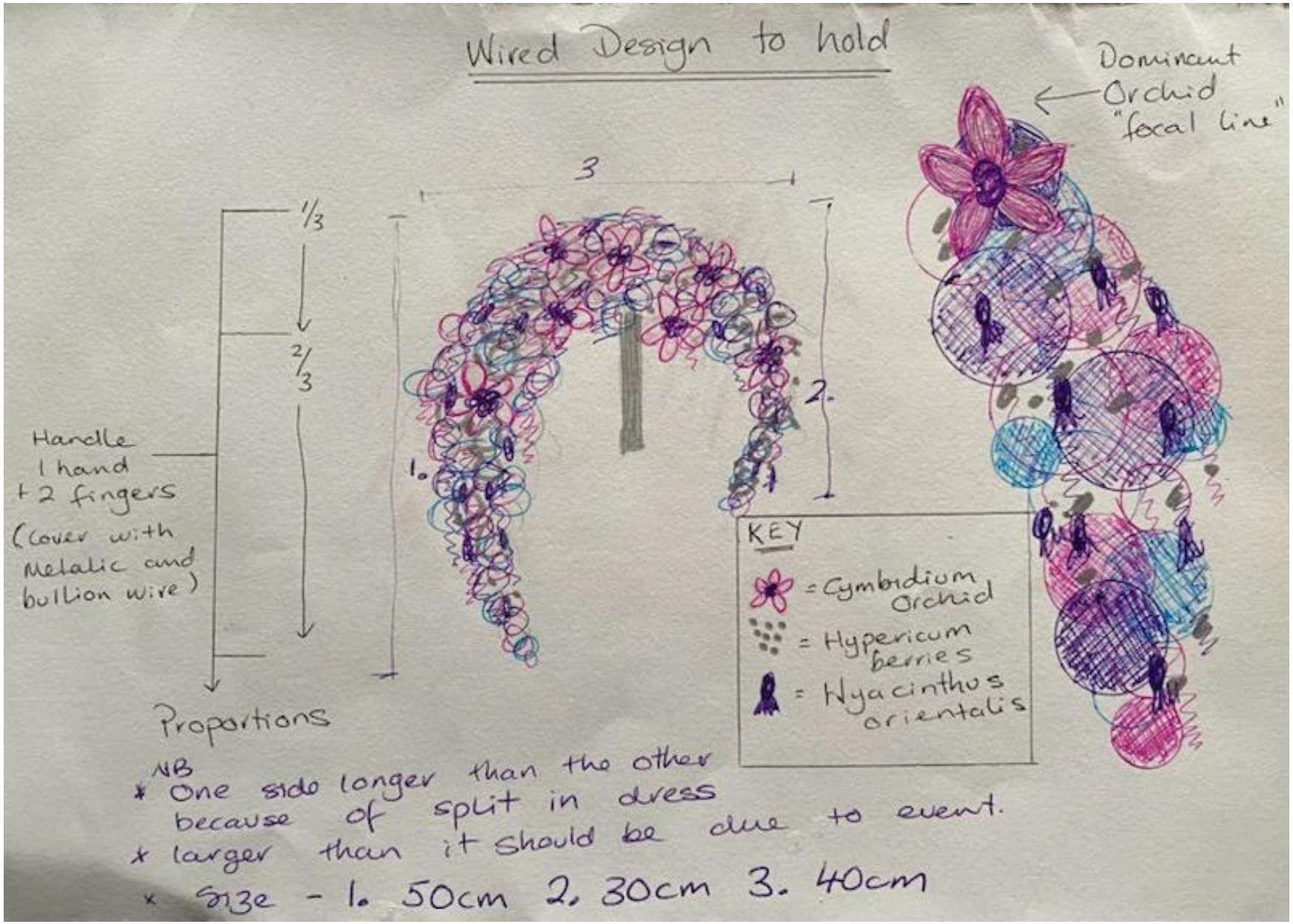
Evidence contributes to the following:

Performance outcome	Assessment themes
PO2 Design all floral work to meet client requirements for special events	Plan and prepare for designs
PO4 Assemble all commercial flower, foliage and plant arrangements	Prepare materials

Evidence	Assessment themes	Candidate producing	Assessor producing	Included in this GSEM
sketch of design to hold (wired)	PO2: Plan and prepare for designs PO4: Prepare materials	√		√
sketch of design to wear (glued)		√		
written summary		√		√ (wired only)

Candidate evidence – sketch of design to hold (wired design only)




Wired Design to hold
Dominant Orchid "focal line"
3
1/3
2/3
2.
1.
Handle 1 hand + 2 fingers (cover with Metalic and bullion wire)
Proportions
KEY
= Cymbidium Orchid
= Hypericum berries
= Hyacinthus orientalis
NB
* One side longer than the other because of split in dress
* larger than it should be due to event.
* Size - 1. 50cm 2. 30cm 3. 40cm

Candidate evidence – written summary (wired design only)

(Word count: 672)

Justification of wired design

Tools, PPE, equipment, fresh materials, and sundries

- Correct use of gloves, apron, closed in shoes, eye protection for when using wire cutters, to protect myself and others from harm.
- Fresh materials – I have chosen *Cymbidium* orchids, and *Hypericum x inodorum* because they are long lasting materials that will keep hydrated under the runway lighting which will be hot. The wrap sizes mean that we will have a few spare stems in case of damage.
- Sundries – I have chosen aluminium wire, a selection of bullion wire and metallic wire and a variety of round items, eg pens, glue stick, so that I can create different size loops that will be the main frame of the bouquet.
- Need to pack in the event toolbox the following - scissors, knife, ribbon scissors, wire cutters and button nose pliers, water spray, bin bag, dustpan and brush.

Paperwork to refer to

- Sketch and key for correct measurements, scale, and proportion.
- Buying list & delivery note for correct floral quantities and sundries.

Principles of design

- The correct proportions and the repetition in forms and colour will make the design look serene and visually balanced against the model.
- Due to the accurate proportions of the bouquet, it will sit well in the hand of the model without it being too heavy; this will give it actual balance.
- There is a slight contrast in colours, but not enough that it throws the dominance from the orchids; because of the muted pastel colours they blend in to make the framework of the 'C' for the charity.
- I wanted the *Cymbidium* orchids to be the area of dominance which will be wired into the framework to form a lazy 'S' shape to give it rhythm.
- Harmony has been created using the colours and the shape of the bouquet. Also, by adding fresh materials which are mostly round forms, they draw your eye around the design.
- The correct proportions are 1/3rd in height from the binding point and 1/3rd width either side. I will elongate one side of the design to 2/3rd because it will complement the length of the dress and an asymmetrical shape draws more attention to it.
- The circular forms of the framework and the fresh materials that are repeated throughout the design will draw your eye around and add lots of rhythm to the design.
- The scale of the materials graduate in size slowly so that there is a smooth transition from small to large which makes the design harmonious.

Elements of design

- The forms are all circular, so that the design is calming and has lots of rhythm.
- The colour harmony is achromatic with 3-4 colours next to each other on the colour wheel with tints, creating lighter, pastel colours giving it a calm yet distinctive look and ties in beautifully with the charity logo.
- A variety of textures from the silky fresh materials against the smooth aluminium wire, and crinkly bullion wire will make the design look distinctive.

- There is lots of positive space from the shape of the ‘C’ and the scrunching of the wire circles with the open circles giving the design some transparency to give it a feeling of being light and airy.
- The design has a strong ’C’ line from the circles of wire and fresh materials also coming together to mimic the logo of the charity.

Techniques to be used

- I will use the single leg mount wiring technique and cross thread the orchids for security.
- Feathering the *Hyacinthus* pips will break down the visual weight and make them look delicate against the orchids.
- Threading of the *Hypericum x inodorum* berries and the beads will also add delicate aspects to the design and will repeat the round forms of the other fresh materials giving the design rhythm.
- Wrapping of the wire round different size pens will create circles which graduate in size to make the structure of the bouquet.
- Taping of the wires and the orchids to hide the mechanics, seal in the moisture and look aesthetically pleasing.

Commentary

The candidate demonstrated an excellent ability to **plan and prepare for designs**, with the complex use of research to inform and justify how the design choices meet the client’s brief, for example the use of the ‘C’ shape and circles from the charity’s logo.

The candidate produced a legible, fully labelled sketch that shows a well-proportioned design suitable for the bridal outfit. The candidate considered the brief, specifying fresh materials that are appropriate for wiring and that will last for the duration of the event. The sketch has the proportions clearly shown, and a key with a list of fresh materials stating mainly Genus and species. The candidate used technical terminology accurately in the sketch and justifications, although the reference to ‘feathering’ the *Hyacinthus* is incorrect; it should be ‘pipping.’

The sketch key and written summary include the candidate’s justification for their selection of the principles and elements of design, especially scale, proportion, line, area of dominance or focal area, and colour harmony, with minimal gaps, for example the candidate could also state that ‘lazy S’ is the area of dominance. The candidate included well-thought-out justifications for their choices of botanical materials, such as long-lasting materials that will last under the hot lighting, as well as important considerations regarding the large heads of the orchid providing the focal line, and berries reflecting the repetition of circle forms in the charity’s logo to add rhythm in the design.

The sketch could easily be used by another florist to produce a design of a high-quality commercial standard that would meet the client’s brief. The candidate provided a comprehensive list of tools, equipment and sundries to **prepare materials**.

The candidate has shown excellent application of underpinning knowledge and comprehensive justifications for design choices including the use of a range of fresh materials and sundries, a variety of skills and techniques, showing distinctive use of materials such as the contrast in texture, with the metallic framework and the soft botanical material. The use of the threading technique adds a further element of distinction to the design.

Note about typical word counts: A candidate demonstrating a distinction standard may write more descriptively and use more words than the typical word counts given in the tasks. Typical word counts, where indicated in assessor packs, are to be used as approximates for guidance to support the production of sufficient evidence. Marking will relate to the quality of the evidence produced and not whether the word count has been met or exceeded.

Task 2b)

Evidence contributes to the following:

Performance outcome	Assessment themes
PO2 Design all floral work to meet client requirements for special events	Plan and prepare for designs

Evidence	Assessment themes	Candidate producing	Assessor producing	Included in this GSEM
costing of designs	PO2: Plan and prepare for designs	√		√ (wired only)
written quotation and formal covering email		√		√ (wired only)
buying list for fresh materials and sundries		√		√ (wired only)

Candidate evidence – costing of designs (wired design only)

Design: Wired Bridal Design for Catwalk show	Date: 27th April			Ref: Charity
Materials Used (incl. 20% VAT):	Quantity:	Cost per item:	Sub Total:	Total:
Source of inspiration - Cancer Research Charity				
Hyacinthus – Blue	4	£ 1.70	£ 6.80	£ 6.80
Cymbidium orchid – Pink	1	£19.82	£19.82	£19.82
Hypericum x inodorum – Pink	4	£ 1.95	£ 7.80	£ 7.80
			Materials Sub Total:	£ 34.42
Sundries (incl. 20% VAT):				
Aluminium wire - reel	2	£ 8.64	£17.28	£17.28
Metallic wire – reel	2	£ 6.79	£13.58	£13.58
Bullion wire - reel	2	£ 5.45	£10.90	£10.90
Selection of wires (silver & stub)	20	£ 2.00	£ 2.00	£ 2.00
Stem tape (2m)	2	£ 0.10	£ 0.20	£ 0.20
			Sundries Sub Total:	£ 43.96
Labour Charge: (Skill and Make-up) *4 hours @ £15.00 per hour*				£ 60.00
Delivery:				£ 10.00
			Sub Total:	£ 70.00
Retail Price: *Round up to £ 150.00*			Total price incl. 20% VAT:	£148.38

Commentary

The candidate used the price list of botanical materials and sundries to create a detailed costing that informs the total cost of the design, including labour at the hourly rate from the brief.

The candidate has shown an excellent understanding of how to **plan and prepare for designs** with an appropriate time to produce the wired design. The costing has the correct costs for botanical material and sundries, although they missed off the beads. The calculations are accurate, with an appropriate markup by rounding up to the nearest £5 that would cover the cost of the beads and reflecting industry practice.

The candidate included botanical nomenclature with Genus spelt accurately, and a detailed list of sundries for the technical requirements of the wired design, so that all materials are costed, and another member of staff would know the list of items if required.

This evidence is only for the wired design part of the task. The candidate has used a realistic proportion of the budget, allowing £100 for the glued design; wired designs are typically more expensive because of the time to construct a wire design.

Candidate evidence – written quotation and formal covering email (wired design only)

To: *charity contact email address*

From: *florist email address*

Subject: Catwalk show for charity event

Good afternoon,

I do hope this email finds you well and that you had a restful weekend.

As promised, I have finalised the quotation for the wired bouquet for the catwalk event, on Thursday 27th April 2023, delivery will be at 3:30pm. Since everything on the runway is normally 'larger than life' I have taken the liberty of making the design slightly larger and included all the details that we discussed at our meeting.

I am very much aware that working strictly to budget is essential for the charity event to be a successful fundraiser and thought that minimal plant material and the wired framework would work great together and perhaps after the event you might be able to do something with the wire frame as it will be like the charity logo.

All that said, please find attached the quotation for the wired design, which includes our T&C and 20% VAT. As mentioned in the meeting, we do require a deposit of 20% deposit 14 days prior to the event, with the remainder 5 days before. Payment can be made in various ways, so just let me know your preference.

I do hope the price is agreeable and look forward to working with you. In the meantime, if there are any further queries, please do not hesitate to contact me.

Assuring you of my best attention and service at all times.

Sample Candidate

Guilds Supplies Floral Design
For All Things Floral

Guilds Supplies Floral Design
For All Things Floral

Company contact details:
Address
Phone
Email
Website

Quotation

FAO *charity contact name*

Quotation No: BB/10199
Date: 20 February 2023

No	Item	Unit Price	Sub Total
1	Wired bouquet for Charity catwalk show	£140.00	£140.00
	Delivery	£10.00	£10.00
		Sub total	**£150.00**
	20% deposit to be paid by 13th April 2023		**£ 30.00**
		Balance	**£120.00**

Terms & Conditions

An order confirmation will be created upon receipt of the 20% deposit. Payment of the deposit is due on 13th April 2023 and non-refundable.

The balance payment is due 5 working days before the event. Payment must be made by card or bank transfer stating the reference number on the quotation. Any amendments or cancellations to the order must be made in writing 14 days prior to the event, failing to do so may result in the full balance of monies being due.

Every attempt will be made by Guilds Supplies Floral Design to supply the category and colour of fresh materials as specified in the consultation; however, it is advised that as we are dealing with a natural product, colours and materials may vary. If a material is unavailable, a suitable substitute will be sourced.

All items will be checked for quality prior to delivery. Problems upon receipt of delivery must be notified immediately to Guilds Supplies Floral Design so that any issues can be corrected as a matter of priority. In the extreme event that Guilds Supplies Floral Design should be unable to fulfil your order for any reason, they shall endeavour to source an alternative supplier. Full details will be provided to ensure a smooth transition of services.

All enquiries should be directed to Guilds Supplies Floral Design in the first instance.

Commentary

The candidate produced evidence that meets the brief to a high commercial standard.

The candidate has shown excellent skills to **plan and prepare for designs** to convey information clearly and concisely, with detailed product knowledge that is suitable to satisfy the customer's brief. For example, the size of the bouquet needs to be 'larger than life,' as well as staying within budget. The quotation has space for corporate branding and contact details and personalising the email to the client.

The candidate considered the legalities of business operations by including detailed terms and conditions but has not included that the client must return their signed acceptance that becomes a legally binding agreement.

The candidate created detailed documents for the customer, including the date and time of delivery in the email. The quotation includes the date for the deposit payment, although they could have included the balance of payment as well.

The candidate understands issues that could arise when dealing with a fresh product, price fluctuations and/or replacements at the time of construction. For example, it states in the terms and conditions that 'as we are dealing with a natural product' and a particular variety may not be available at the time of the event, they have the right to substitute a similar product.

Candidate evidence – buying list for fresh materials and sundries (wired design only)

Item	**Colour** ***Do not specify varieties***	**Number needed**	**Wrap sizes**	**Remaining stems**	**NOTES** ***DELIVERY DATE: 25th April*** *Logo attached for reference*
Fresh materials					
Hyacinthus	Blue	4	25 stems	21	Allows contingency for damaged materials. Remaining stems to be used in glued design. Check if bulbs available.
Cymbidium sp. orchid	Dark pink	1	4	3	Large orchid with 7-10 heads. Allows contingency for damaged materials.
Hypericum x inodorum	Light pink	4	10	6	Allows contingency for damaged materials. Remaining stems to be used in glued design.
Sundries					
Aluminium wire	Baby blue Baby pink	1 reel 1 reel	1 1	0 0	Substitutions can be made – order 2 reels instead of 1 if out of one particular colour so long as they match the colours of the logo.
Metallic wire	Pink Blue	1 reel 1 reel	1 1	0 0	Substitutions can be made – order 2 reels instead of 1 if out of one particular colour so long as they match the colours of the logo.
Bullion wire	Pink Blue	1 reel 1 reel	1 1	0 0	Substitutions can be made – order 2 reels instead of 1 if out of one particular colour so long as they match the colours of the logo.
Silver & Stub wires stem tape	In stock	In stock			Don't forget to include in costing.

Commentary

The candidate created a comprehensive buying list to **plan and prepare for designs**, including the information required (eg delivery date, names, colours, quantities), and they made accurate calculations with regard to the wrap sizes, and suggested where substitutions could be made with the colours of the wires with reference to the charity's logo.

The buying list includes botanical nomenclature with the Genus and species spelt correctly. They didn't specify a variety but did state the colour required, so the wholesaler would not be limited to purchasing the specific variety at a premium which would be a cost the business would need to cover because the price had been agreed with the customer.

The candidate showed understanding of wrap sizes, recognising that not all stems would be used in the design, and noting that the remaining stock provides contingency and could be used elsewhere in the business/event maximising profitability and reducing wastage. The candidate also included a detailed list of sundries with a reminder to include the cost of stub wires from stock.

Task 2c)

Evidence contributes to the following:

Performance outcome	Assessment themes
PO2 Design all floral work to meet client requirements for special events	Present designs

Evidence	Assessment themes	Candidate producing	Assessor producing	Included in this GSEM
presentation	PO2: Present designs	√		√ (wired only)
assessor observation			√	√ (wired only)
video of presentation			√	

Candidate evidence – presentation (wired design only)

Task 2c candidate's presentation (D) .pptx

Assessor evidence – assessor observation (wired design only)

Task	**Assessment component number**
2c)	8717-401
Candidate name	**Candidate number**
Sample Candidate	CG12345
Centre name	**Assessment themes**
Sample Centre	PO2: Present designs

Complete the table below referring to the relevant marking grid, found in the assessment pack. Do not allocate marks at this stage.

Assessor observation	**Notes –** *detailed, accurate and differentiating notes which identify areas of strength and weakness are necessary to distinguish between different qualities of performance and to facilitate accurate allocation of marks once all evidence has been submitted.*
• Sources of inspiration. • Suitability of materials and sundries. • Techniques used in the design. • Factors that can affect the design.	The candidate went through the design process step-by-step covering their planning process: sources of inspiration, selection of suitable materials, and consideration of wiring techniques. *(See PowerPoint)* They gave an in-depth explanation of their sources of inspiration, including factors that influenced their decisions such as materials and sundries that met the brief and would last for the duration of the event. They had some hesitancy because they were unsure of the order of a certain construction method.
• Communication style and language used and appropriateness of communication style in relation to the audience.	They communicated clearly using the PowerPoint and visual aids (their mood board, sketch and buying list) as prompts. Their use of these visual aids made the design ‘real’ rather than 2 dimensional, leading to an engaging presentation. The presentation was less engaging when covering the slides about the quotation and costing. Their use of technical language was appropriate to the technically knowledgeable audience.

Assessor signature	**Date**
Sample Assessor	23/03/2023

Photo/video evidence

- a digital recording of the full presentation to support the assessor observation judgements. Maximum video duration must be 10 minutes.
- The PowerPoint slides provide the transcript of the presentation.

Commentary

The candidate gave an excellent **presentation about their design** with the use of visual aids from previous tasks, demonstrating an engaging communication style.

The candidate comprehensively covered all the aspects that met the client's brief, referring to the mood board and clearly linking to their research on the charity. The candidate gave detailed explanations of the design development including sources of inspiration (slides 2 & 5), botanical materials (slide 4), seasonal availability (slide 4), and design principles that meet the expectations for the event (slide 5).

The candidate shared a range of techniques when they **presented their design**, considering factors that affect the wired design, such as the cross threading of the orchids for security (slide 7), and suitable fresh materials (e.g. *Cymbidium* orchids) that would last for the duration of the event (slide 5).

The candidate's use of technical terminology was accurate and appropriate to the technical audience, specifying appropriate principles of design eg harmony and contrast (slide 6) and suitable wiring techniques (slide 7) in order to produce a commercially viable design.

Task 3 – Construct and evaluate designs

Task 3a)

Evidence contributes to the following:

Performance outcome	Assessment themes
PO4 Assemble all commercial flower, foliage and plant arrangements	Construct designs (wired)
	Construct designs (glued)

Evidence	Assessment themes	Candidate producing	Assessor producing	Included in this GSEM
wired design to hold	PO4: Construct designs (wired)	√		
glued design to wear	PO4: Construct designs (glued)	√		
assessor observation	PO4: Construct designs (wired)		√	√ (wired only)
photos	PO4: Construct designs (glued)		√	√ (wired only)

Assessor evidence – assessor observation and photos (wired design only)

Task	Assessment component number
3a)	8717-401
Candidate name	**Candidate number**
Sample Candidate	CG12345
Centre name	**Assessment themes**
Sample Centre	PO4: Construct designs (wired)

Complete the table below referring to the relevant marking grid, found in the assessment pack. Do not allocate marks at this stage.

Assessor observation	Notes – *detailed, accurate and differentiating notes which identify areas of strength and weakness are necessary to distinguish between different qualities of performance and to facilitate accurate allocation of marks once all evidence has been submitted.*
• Preparation and management of the work area including health and safety of self and others, space requirements.	The candidate prepared their area with excellent attention to detail, placing a towel down to stop fresh materials from bruising, and they laid out tools and sundries in preparation, including different gauge wires for easy access. H&S was adhered to at all times with an excellent awareness of hazards around themselves eg held materials over bin to cut the wires to stop them flying in all directions. They wore suitable PPE (gloves, closed-in shoes, apron, eye protection).
• Preparation and handling of fresh materials. • Construction methods. • Waste management. • Packaging and after care requirements.	They cleaned up at every stage and left the work area tidy on completion of the design. The candidate separated the 'green waste' for composting. In order to maintain the fresh materials, the candidate placed some damp, coloured tissue paper over the fresh materials during the preparation. They started by making the frame and used their initiative to wrap the aluminium wire around different items from their toolbox to provide a range of sizes of consistent curves e.g. board marker, leaf shine can. The bullion wire could have been neater e.g. use of pliers so that the wire was flatter (photo 8). They worked safely throughout the task, using tools and sundries correctly e.g. floristry knife and wire cutters. The frame was neat and well-made, with no protruding wires. When held in the hand it was well-balanced, secure, and lightweight, although the orchids were a little close in places (photo 3), and there was a small gap (photo 2). The handle was slightly uneven, but this would be hidden when carried so is fit for purpose (photo 5).

	They were very careful when handling the fresh materials, wiring the fresh materials in the correct order and with correct gauge wires, including wiring the throat of the orchid. The *Hyacinthus* and *Hypericum x inodorum* were pipped and threaded onto the bullion wire, that was then twisted back on itself to secure in position, although they did get them tangled and could not separate them when putting them over the frame. The design was constructed to a high commercial standard with minimal waste, however when it came to incorporating the bullion wire into the framework the candidate did cut a section out that was tangled and then draped them into the framework securely. The finished design reflected the original sketch and would suit the wedding dress from the brief and the scale of the catwalk. They used a recycled pre-formed box with several pieces of light-coloured tissue paper that was misted lightly in order to lay the design down, and then covered with cellophane (photo 10). The bouquet was left secure and ready for transportation. Photos 1, 2, 3 outline and profile Photos 4-9 detail and mechanics Photo 10 packaging

Assessor signature	**Date**
Sample Assessor	23/03/2023

Photo/video evidence

- a photo of each completed design including packaging, to include outline, profile and mechanics for each design.

Photo 1 Outline

Photo 2 Outline

Photo 3 Profile

Photo 4 Detail

Photo 5 Detail: handle

Photo 6 Detail

Photo 7 Detail

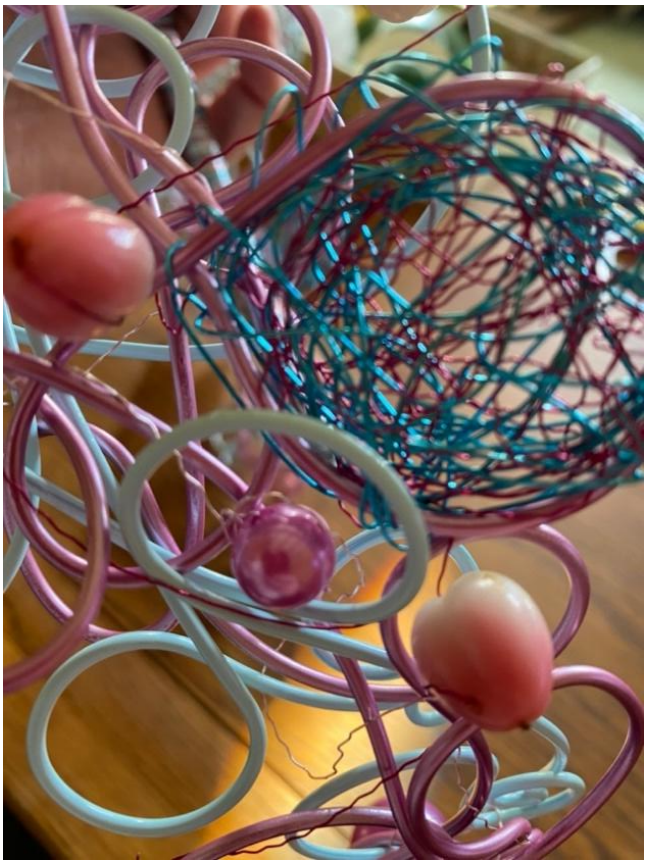


Photo 8 Detail

Photo 9 Detail

Photo 10 Packaging

Commentary

The candidate demonstrated a high level of performance to **construct the wired design**. The candidate applied excellent practical skills and techniques to a high commercial standard with some distinctive use of materials, such as using round objects from their toolbox to create different size circles to create a design that was impactful against the dress for the catwalk.

The candidate worked carefully and meticulously, observing health and safety requirements throughout including recognising potential risks prior to the tasks being carried out, therefore minimising hazards e.g. cutting the wires over the bin.

The candidate demonstrated an excellent connection from the sketch to execution, with excellent application of techniques to create the frame and neatly attach the fresh materials using the correct gauge wires. The **construction of the wired design** was in the correct order, with the frame constructed first, through to the *Hyacinths* pipped last for maximum longevity, resulting in a high commercial standard with no wires protruding.

The design was correctly packaged to ensure optimum condition on arrival at the venue, lightly misting the design before laying it on tissue and covering it with cellophane.

Task 3b)

Evidence contributes to the following:

Performance outcome	Assessment themes
PO4 Assemble all commercial flower, foliage and plant arrangements	Evaluate designs

Evidence	Assessment themes	Candidate producing	Assessor producing	Included in this GSEM
written evaluation (wired design)	PO4: Evaluate designs	√		√
written evaluation (glued design)		√		

Candidate evidence – written evaluation (wired design only)

(Word count: 511)

Evaluation

Showing the principles of design

- Actual balance – the frame is longer on one side of the design however; it sits very comfortably in the hand and has a comfortable balance of weight.
- Visual balance – the overall shape of the design lends itself to the letter 'C' which is a key part of the charity's logo.
- Contrast – the juxtaposition between the shiny wire and the soft floral material gave the design interest.
- Dominance – the *Cymbidium* orchids were slightly different in form and protruded slightly higher than the frame, making them more visible.
- Harmony – the repetition in form, circles in the frame, the *Hypericum x inodorum* and the beads all played an important part in the overall harmonious look of the design.
- Proportions – the design is asymmetrical with the wire frame longer on one side by 2/3^{rds} to the other by 1/3rd giving it an interesting look.
- Rhythm – the swirls of the circles (taken from the charity's logo) lead your eyes around the design, pausing at the orchids before moving on again.
- The sizes of the wired circles graduate gently from small to large and the fresh materials mimic this too with the *Hypericum x inodorum* up to the orchids.
- The scale of the design is slightly bigger against the model holding the bouquet as it is for the catwalk show and needs the 'wow' factor.

Showing the elements of design

- The circular forms in wire and fresh materials gave the design a cohesive look.
- The colours worked well as they are similar to the charity logo and the bullion wire and beads sparkle under the lights of the catwalk. I deliberately did not use the silver wire in the design because there is enough in the frame of the building and the scaffolding on the catwalk holding the lights and I thought that it would not stand out as much against the dress that the model was wearing. Although my plan included only blue *Hyacinthus*, on the day I had to substitute some with white *Hyacinthus* because that is what was available. This didn't spoil the design.
- The different textures of the shiny wires and the soft velvety orchids balanced each other beautifully.
- I deliberately gave the design lots of negative space in the framework to give the bouquet some transparency, together with some solid circles to give the bouquet some depth with the darker colours.
- The curvaceous lines of the swirls in the design blended well with the curves of the model.

What went well – the circles in the frame turned out well and the colours went perfectly with the charity's logo. The orchids were spaced out perfectly.

What can be improved – the frame could have been made more 3-dimensional so that it didn't look so flat from the front, but the side looks very interesting which is important for the catwalk. The bullion wire with *Hypericum x inodorum* and *Hyacinthus* could have been integrated better in the design to look a bit tidier. I would try to use more of the materials purchased, as I still have some spares.

Commentary

The candidate demonstrated an excellent understanding and application of the principles and elements of design to **evaluate their design** against the client's requirements. For example, the visual balance of the 'C' shape, the rhythm of circles from the charity logo, the scale of the design appropriate to the model on the catwalk, the scale of the materials being appropriate to the catwalk and venue, and how the chosen materials reflect the colours from the charity's logo.

The candidate used technical terminology accurately, recognising the elements of the design and referring to a wide range of design principles when explaining how they met the client's requirements. For example, understanding the difference between actual balance and visual balance (how the design is comfortable to hold and reflects the charity's logo), the contrast of materials, and the dominance and harmony in the positioning of the orchids and *Hypericum*.

The candidate recognised where modifications could be made to improve the design, producing a comprehensive evaluation of their work.

Note about typical word counts: A candidate demonstrating a distinction standard may write more descriptively and use more words than the typical word counts given in the tasks. Typical word counts, where indicated in assessor packs, are to be used as approximates for guidance to support the production of sufficient evidence. Marking will relate to the quality of the evidence produced and not whether the word count has been met or exceeded.

Task 4 – Planning for an event installation

Task 4a)

Evidence contributes to the following:

Performance outcome	Assessment themes
PO2 Design all floral work to meet client requirements for special events	Health and Safety
PO4 Assemble all commercial flower, foliage and plant arrangements	Prepare materials
PO5 Create event-based structures decorated with floral designs	Health and Safety
	Plan and prepare event-based designs

Evidence	Assessment themes	Candidate producing	Assessor producing	Included in this GSEM
risk assessment	PO2: Health and Safety PO5: Health and Safety	√		√
schedule of work	PO4: Prepare materials PO5: Plan and prepare event-based designs	√		√

Candidate evidence – risk assessment

Item no.	What are the hazards?	Who might be harmed and how?	What precautions are already in place?	Risk rating (High/ Medium/ Low)	What further action is necessary?	Action by who and when?	Residual risk rating (High/ Medium/ Low/Trivial)
1	Assembling garden obelisk.	Me and junior florist. Injury (caught in structure, cuts, grazes).	Wear PPE (gloves, apron, closed in shoes). Hair to be tied back and no big earrings.	Low	Review instructions before assembly.	Me and junior florist. Anytime during task.	Low
2	Working with sand/cement, floral foam.	Me and junior florist. Damage to eyes. Skin irritation Ingest/inhale dust.	Use of correct PPE – gloves, eye protection, apron and mask.	Medium	Wash hands after use. Have eye wash nearby. Take care when tidying up. Mist dust prior to cleaning.	Me and junior florist. Anytime during task.	Low
3	Sand/cement on the floor.	Me and junior florist. Slip, fall. Ingest/inhale dust.	Tarpaulin on floor, dustpan and brush, and mop and bucket ready.	Medium	Closed in shoes with anti-slip soles. Take time when adding sand/cement to container. Mist dust prior to sweeping.	Me and junior florist. Anytime during task.	Low
4	Moving and lifting sand/cement or container (Manual Handling Policy).	Me and junior florist. Back injury.	Use scoop to transfer sand into container. Fill container 1/3rd full.	Medium	Assistance to lift sand/cement and container. Sack barrow for lifting. Recap and strictly follow Manual Handling policy and training.	Me and junior florist. Anytime during task.	Low
5	Using sharp tools.	Me and junior florist. Cuts.	Use tools carefully. Do not put tools in pockets (unless in a holder/toolbelt).	Medium	Place where we can see them when not in use, but safe from other people. Keep tools clean and sharp.	Me and junior florist. Anytime during task.	Low
6	At the venue: a lot of moving people and equipment eg forklift truck.	Me and junior florist. Injury (eg impact, cut, trip, fall).	Wear PPE – high visibility. Keep work area tidy; lay down a tarpaulin.	Medium	Continuous awareness of the working environment.	Me and junior florist. At the venue.	Low

Date of assessment: 23/03/2023	Risk assessment carried out by: Sample Candidate

Commentary

The candidate completed a comprehensive risk assessment that would keep themselves and others safe during an event installation. The candidate identified a range of relevant hazards demonstrating an excellent understanding of **health and safety** and relevant legislation and controls eg applying regulations such as identifying specific PPE.

The candidate completed the risk assessment with an excellent understanding of the difference between hazards, risks and control measures, and correctly categorised risk ratings making clear links between the risks and suitable controls eg having a mop and bucket ready to clean up any spilt sand/cement. The candidate considered further control measures that could be applied to reduce the risk ratings eg keeping tools clean and sharp.

Candidate evidence – schedule of work

Date	Time	Activity	Staff allocation	Where the activity is taking place	Resources	Checks and Contingencies
5th Jan	11am	Consultation with the client to discuss requirements for the show.	Myself	Venue	Camera, clipboard, pen, tape measure and site visit form.	Correct address and enough time to get there. Check with traffic updates for any delays. Find alternative routes if necessary.
12th Jan	PM	Email quotation with covering letter, wait for acceptance and deposit.	Myself	Office in shop	Bank account	Make sure account details are accurate and turn on 'receipt when email opened.'
13th April	AM	*Once accepted and deposit paid:* order container, obelisk, and sundries to secure together prior to decorating it.	Myself	Office in shop	Supplier account	Don't forget to save the invoice. Order in advance so as not to have any delays. If the items are not delivered in time, then make sure the garden centre or DIY store has it in stock.
19th April	AM	Phone up insurance company and check cover for this event.	Myself	Office in shop	Insurance company phone number and policy number.	Make sure insurance is up-to-date and public liability insurance covers the event.
20th April	AM	Order fresh materials.	Myself	Office in shop		Don't forget to download the order form to check against the delivery note when stock arrives. Do not state a specific variety as they would be harder to purchase and more expensive. If wholesalers cannot get what you have requested ask them to suggest an alternative.
21st April	midday	Gathering appropriate PPE, tools and equipment. If not in stock, then make a list to get over the weekend.	Junior florist	Shop to gather items. Order anything online from wholesalers or online shopping.	PPE: gloves, apron, footwear, high visibility jackets, face mask and eye protection, towels, dustpan, and brush.	Make sure check delivery date on items ordered are prior to event and check off the list when items are received.

					Correct signage for either directions or spillages. Tools & equipment as listed in this plan. Equipment to cordon off the work area.	
24th April	5 pm	Clean Dutch buckets in preparation for delivery. Fill buckets with clean water – 1/3rd full and add flower food. Clean and check tools are in excellent working order and used correctly. Secure obelisk into the container.	Myself and junior florist	Shop	Dutch buckets. Cleaning equipment (washing up liquid, scrubbing brush). Clean water and flower food. Obelisk, container and sand.	Use correct cleaning solution to stop cross contamination. Don't forget to protect floor with tarpaulin in case of spillage.
25th April	9 am	Receive delivery of fresh materials. Cut and condition. Cut on 45º angle and remove foliage below water line. No special treatments but condition *Rosa sp*. first because they need longer to drink, rest of flowers, then foliage. Check delivery note against materials. Store fresh materials in a safe place, away from general public and heating/air conditioning ready for use.	Myself and junior florist	Shop	Buckets, tools (scissors, secateurs, and knife). Delivery note and pen. Wastage book.	Any problems with stock will need to be sorted prior to the event. Contact wholesalers if any material is broken, damaged or diseased for a replacement or refund. To check, double check and triple check that all the plans and preparation is correct to stop any reputational damage. Any items that are missing may need to be sourced from another supplier.
27th April	9am	Preparation of work area: Soak floral foam. Insert polystyrene etc. into the container. Attach wet floral foam.	Myself and junior florist	Shop	PPE: gloves, apron, face mask and/or eye protection. Tools: power tools, manual handling/lifting of structure, and props.	Check with driver that everything on the van is in good working order and that it is filled with petrol prior to loading. Have a phone and suitable van hire company contact details in case need to arrange alternative transport.

		Driver to work out route and how long it will take via online map app and traffic reports.	Driver		Mobile phone and online map app.	Check with traffic updates for any delays. Find alternative routes if necessary.
27th April		Load van. Pack the vehicle for safe transportation to the venue. Remember to take any important information: - clients mobile - access to venue - gate code - key codes or security passes.	Myself, driver and junior florist	Back of shop	Van and equipment. Trolley if needed. Packaging material eg towels, bubble wrap, Dutch buckets and cable ties. Fully stocked event toolbox.	Make sure items are of suitable weight to lift and make sure staff are aware of the Manual Handling policy. All staff to assess the lift, and bend knees when lifting structure and Dutch buckets. If too heavy, then two people are to lift together.
27th April		Arrive and unload. Preparation of work area – confirm with the event organiser where the work area is. Store fresh materials in a safe place, away from other people and heating/air conditioning ready for use.	Myself, driver and junior florist	Venue	Tarpaulin to place under the structure whilst decorating garland to stop any spillage, marking or damage to the flooring.	Make sure items are of suitable weight to lift and make sure staff are aware of the Manual Handling policy. All staff to assess the lift, and bend knees when lifting structure and Dutch buckets. If too heavy, then two people are to lift together.
27th April		Construct the garland with fresh materials. Place installation in situ. Evaluate design and modify if necessary.	Myself, driver and junior florist	Venue	Fresh materials, tools, bin bags.	When cutting materials for garland, use provided black bags to keep area tidy and save time clearing up. Look out for gaps in the foam and any loose material. Don't forget to make sure cable ties are secure.
27th April		Clear away. Drive back to shop. Dispose of any waste so van is clear for break down.	Myself, driver and junior florist	Venue	Towels, dustpan, and brush for slips, trips and falls on spilt water.	Black bin bags are to be put into general waste.
27th April	6:30 pm	Catwalk show starts.		Venue		Remind the photographer to send over some pictures.
28th April	9 am	Break down designs. Load van. Clear away.	Myself, driver and junior florist	Venue	PPE: gloves, apron, footwear, face mask and/or eye protection. Towels, dustpan and brush for slips, trips	Remember to take any important information: - Clients mobile - access to venue - gate code

					and falls on spilt water, electric cables.	- key codes or security passes.
28th April		Unload van. Store structure for reuse. Dispose of waste.	Myself, driver and junior florist	Shop	PPE: gloves, apron, footwear, face mask and/or eye protection. Black sacks, dustpan and brush.	

Commentary

The candidate produced a schedule of work with excellent attention to detail covering the requirements of **preparing materials** for an event-based design.

The candidate's **plan for the event-based design** demonstrated excellent knowledge of the requirements to safely create a design that meets the client's brief, is fit for purpose and of a high commercial standard. The candidate considered every procedure, from ordering in good time, to cleaning up afterwards. The candidate demonstrated detailed knowledge and understanding of the sequencing and logistics of the event installation, including a comprehensive range of tools and equipment to **prepare materials** and construct the installation.

The candidate's detailed plan includes realistic timeframes and an appropriate schedule eg preparing the equipment and tools a few days before the event.

The thoroughness of their plan shows that they have considered the possibility of delays and tried to mitigate as much as possible eg pre-planning the route to the venue, making sure the van has fuel and is in good working order, and noting van hire company contact details.

Task 4b)

Evidence contributes to the following:

Performance outcome	Assessment themes
PO2 Design all floral work to meet client requirements for special events	Plan and prepare for designs

Evidence	Assessment themes	Candidate producing	Assessor producing	Included in this GSEM
buying list for fresh materials and sundries	PO2: Plan and prepare for designs	√		√

Candidate evidence – buying list for fresh materials and sundries

Item	Colour	Number needed	Wrap sizes	Wraps needed	NOTES
Fresh materials					
Rosa sp.	Pink	40	20	2	
Eustoma russellianum	Violet	40	10	4	
Erygium planum	Blue	20	10	2	
Hypericum x inodorum	Pink	40	10	4	
Eucalyptus cinerea	Green/grey/silver	8 bunches	weight	bunches	
Moss	Green	1	box	1	
Sundries					
Obelisk (1.8m)	Silver	2	1	2	
Container to fit obelisk	Silver	2	1	2	
Cement or sand	N/A	1	1	1	
Garland (foam) (2.6m)	N/A	2	N/A	2	
Cable ties	White	20	N/A	N/A	

Impact of amending buying list to two installations

A larger order might mean that we can get the materials for a better price. The quantities ordered do not allow any spare fresh materials which may be needed eg damage during transportation to the venue.

We will need more resources for conditioning and construction, such as additional space for storage, staff and buckets for conditioning. We'll also need to ensure that we have sufficient space in the van for both installations to be transported.

There will not be any unused fresh materials because we are now using the whole box of moss and whole bag of cement/sand, however we will have more waste, for example, the stems from the materials which will be added to the garland.

Commentary

The candidate made amendments to the order ensuring excellent accuracy in **planning and preparation for designs**. The candidate made accurate calculations, recognising that they only need one box of moss and one bag of cement/sand.

The candidate provided an excellent, detailed summary of the impact of changes to the proposed installation eg recognising the possibility of a bulk buy discount, the risk of not having any spare materials, and impact on resources (space, staff and equipment).

Task 5 – Preparing for an event installation

Task 5a)

Evidence contributes to the following:

Performance outcome	Assessment themes
PO3 Coordinate the care and conditioning of fresh floral materials and plants	Health and Safety
	Plan and prepare for conditioning

Evidence	Assessment themes	Candidate producing	Assessor producing	Included in this GSEM
risk assessment	PO3: Health and Safety	√		√
plan	PO3: Plan and prepare for conditioning	√		√

Candidate evidence – risk assessment

Item no.	What are the hazards?	Who might be harmed and how?	What precautions are already in place?	Risk rating (High/ Medium/ Low)	What further action is necessary?	Action by who and when?	Residual risk rating (High/ Medium/ Low/Trivial)
1	Use of chemicals (cleaning, flower food, sprays etc).	Myself and junior. Skin irritation Inhale/ingest.	Wear PPE: gloves and mask.	Medium	Use less hazardous products. Follow COSHH.	Myself and junior. Anytime in the task.	Low
2	Lifting heavy flower boxes or water buckets.	Myself, driver and junior florist. Hurting back.	Wear closed in shoes. Manual handling training: bend knees when lifting.	Medium	Only fill buckets with water 1/3rd full. Two people to lift heavy boxes. Water in buckets prior to flower delivery.	Myself, delivery driver and junior florist.	Low
3	Spilt water on the floor.	Myself and junior florist. Slip, fall.	Dutch buckets used which are stable due to flat bottom.	Medium	Have mop, bucket and warning signage ready to use.	Myself and junior florist. Anytime during task.	Low
4	Using sharp/cutting tools and equipment.	Myself and junior florist. Cuts. Flying debris.	Use tools correctly (cut away from yourself and make sure fingers are well away from scissors or secateurs). Wear eye protection.	Medium	Keep tools where you can see them (not in back pocket). Basic first aid kit to hand.	Myself and junior florist. Anytime during task.	Low
5	Handling fresh materials that could be poisonous/irritant.	Myself and junior florist, event organisers, models and public. Skin irritation.	Identify materials and wear specific PPE when handling materials (gloves, apron).	High – poison Medium - irritant	Make sure a note is attached to the design to inform event organisers.	Myself, driver and junior florist. Anytime when handling fresh materials.	Medium – poison Low - irritant
6	Foliage on the floor.	Myself and junior. Slip, fall.	Make sure waste is disposed of in the bin. Clear up as you go along (after each wrap).	Medium	Wear closed-in shoes that have grip (as in H&S training and policy).	Myself and junior florist. Anytime during task.	Low

			Have dustpan and brush nearby for use.				
7	Dutch bucket on ground whilst storing fresh materials.	All members of staff and members of the public. Trip, fall.	Store in a safe place, away from footfall.	Medium	Make sure water is at correct height in container.	Myself. Immediately after conditioning.	Low

Date of assessment: 23/03/2023	Risk assessment carried out by: Sample Candidate

Commentary

The candidate completed a comprehensive risk assessment that would keep themselves and others safe when conditioning fresh materials. The candidate identified a range of relevant hazards demonstrating an excellent understanding of **health and safety** and relevant legislation and controls eg referring to health and safety policy and training, and wearing closed in shoes.

The candidate completed the risk assessment with an excellent understanding of the difference between hazards, risks and control measures, and correctly categorised risk ratings making clear links between the risks and suitable controls eg wearing gloves for handling any hazardous or irritant plant material.

The candidate considered further control measures that could be applied to reduce the risk ratings eg only partially filling buckets.

Candidate evidence – plan for the delivery and conditioning of fresh floral materials

Date	Time	Activity	Staff allocation	Resources	Logistics
Two weeks before		Order fresh materials. Order any sundries needed (garland).	Myself	Computer and wholesaler's app. Buying list.	In shop
24th April	5 pm	Clean Dutch buckets in preparation for delivery. Fill buckets with clean water – 1/3rd full and add flower food (correct % of food to water). Prepare work area. Gather appropriate tools and equipment and check are clean and in excellent working order.	Myself and junior florist	**Equipment:** Dutch buckets. Cleaning equipment (washing up liquid/cleaning product, scrubbing brush). Clean water. Flower food. **PPE**: gloves, apron, mask and eye protection. **Tools:** floristry scissors, floristry knives, secateurs, bin bags, towels, dustpan, and brush.	In shop

25th April	9 am	Receive delivery of fresh materials:
		• Check delivery note against materials.
		• Check delivery note against original order.
		• Write down any discrepancies to query with the wholesaler.
		Cut and condition:
		• Cut on 45º angle and remove foliage below water line, and thorns.
		• Treatment - no special treatments.
		• Order of priority:
		  ○ *Rosa sp.* (take longer to hydrate)
		  ○ *Eustoma russellianum*
		  ○ *Eryngium planum*
			Myself and junior florist
			
			Myself
				Equipment: Dutch buckets.
				Cleaning equipment (washing up liquid/cleaning product, scrubbing brush).
				Clean water and flower food.
				PPE: gloves, apron, mask and eye protection.
				Tools: floristry scissors, floristry knives, secateurs, bin bags, towels, dustpan, and brush.
				Original order form and any notes.
				Delivery note and pen.
				Wastage book.
					In shop

		○ *Hypericum x inodorum* ○ All foliage.			
25th April		Store conditioned fresh materials and sundries ready for delivery.	Myself and junior florist	Suitable storage: • cool room/area • not in a walkway where clients or staff can trip over the buckets.	In shop
25th April		Clear away and dispose of waste as per shop's policy.	Myself and junior florist	**Equipment:** Towels, dustpan and brush.	In shop

Commentary

The candidate created a comprehensive **plan for conditioning** fresh materials, including realistic timeframes and an appropriate schedule eg preparing the equipment and tools the evening before the delivery.

The candidate identified a variety of plant materials, special characteristics and links to relevant specific conditioning methods eg *Rosa sp*. taking longer to hydrate than the other fresh materials. The candidate demonstrated excellent knowledge of **planning and preparation for conditioning** and storage methods, leading to optimal care and storage conditions that would keep materials in prime condition.

Task 5b)

Evidence contributes to the following:

Performance outcome	Assessment themes
PO3 Coordinate the care and conditioning of fresh floral materials and plants	Health and Safety
	Condition materials

Evidence	Assessment themes	Candidate producing	Assessor producing	Included in this GSEM
delivery note	PO3: Condition materials	√		√
assessor observation	PO3: Health and Safety		√	√
video	PO3: Condition materials		√	√

Candidate evidence – delivery note

Guilds Supplies
1 Street Name
Town
City
AA11 1AA

W: www.guildssupplies.com
E: *info@guildssupplies*
T: *01234 567890*
VAT: *123 4567 GB*
REG: *12345678*

Delivery note

Client code: **EVGF**
Invoice number: 210038706
Invoice date: 16/02/2023

EverGreen Florist
123 High Street
Chervyn
Kent

Amount	Total	Description	Colour	S1	Price	Total Price
Fresh materials						
0 x 20	20	*Rosa sp*	Pink	60cm	1.21	24.20 ✓
1 x 20	20	*Eustoma russellianum*	Violet	72cm	1.91	38.20 ✓
2 x 10	10	*Eryngium planum*	Blue	50cm	0.84	8.40 ✓
1 x 10	20	*Hypericum x inodorum*	Pink	70cm	1.02	20.40 ✓
0 x 3	3	*Eucalyptus cinerea*	Grey/silve r	150gram	3.69	11.07 ✓
Box	1	*Moss*	Green	box	6.95	6.95 ✓
				Total price		109.22

1 x head broken off rose

Amount	Total	Description	Colour	S1	Price	
Sundries						
0 x 1	1	Garland		Foam - 2.6m	24.99	24.99 ✓
				Total price		24.99

Date	Amount	Fust Code	Description	Fust Price	Fust Lease	Total Price
16/02/2023	1	999	999	0.00	0.00	0.00
16/02/2023	1	BOX	Boxes	0.00	0.00	0.00
16/02/2023	1	CRA	ites Returns	0.00	0.00	0.00
						0.00
			Subtotal Goods			
			Delivery	4.99		4.99
			VAT 20.00	% over		27.84
						162.05

Note: Candidate's checking off are ticks, and their note is in red

Commentary

The candidate made excellent preparation to **condition fresh materials**, checking the delivery note against the delivery, and buying list to make a clear note of any discrepancies. The candidate could then inform the relevant parties to arrange a replacement or refund.

The candidate checked the number of wraps delivered, and to see if the stems were correct, not damaged or diseased stems, and made a note so that they could inform the wholesaler. This evidence supports the assessor observation.

Assessor evidence – assessor observation and video

Task	Assessment component number
5b)	8717-401
Candidate name	**Candidate number**
Sample Candidate	CG12345
Centre name	**Assessment themes**
Sample Centre	PO3: Health and Safety PO3: Condition materials

Complete the table below referring to the relevant marking grid, found in the assessment pack. Do not allocate marks at this stage.

Assessor observation	Notes – *detailed, accurate and differentiating notes which identify areas of strength and weakness are necessary to distinguish between different qualities of performance and to facilitate accurate allocation of marks once all evidence has been submitted.*
• Health and Safety including PPE and manual handling. • Management of workspace.	The candidate adhered to safe working practices according to their risk assessment eg only filling Dutch buckets 1/3rd with water, and they bent their knees when lifting buckets. When conditioning the fresh materials they used the appropriate PPE to reduce risks, including closed-in shoes. They ensured they had equipment for tidying up dropped fresh materials and spillages. They prepared and managed the workspace well: cleaning the workbench, gathering all the required tools and equipment, preparing and using the correct containers eg appropriately sized Dutch buckets filled with the correct proportion of flower food to water. They kept the work area tidy throughout the task.
• Conditioning methods. • Disposal of waste.	As they unpacked the fresh materials, they took the time to check the quality, removing damaged petals from a *Rosa sp.* They meticulously counted the stems and wraps, and checked the delivery note, recording in red any discrepancies or issues with the delivery. The candidate safely correctly used the tools and equipment when conditioning the fresh materials, including taking the sharp thorns off the *Rosa sp*. so as not to damage the stem and allow bacteria in. They cut all stems at 45° angle, and removed all the foliage that would be in the water. The candidate identified the fresh materials and applied the correct conditioning methods and priority of work; delicate materials were correctly conditioned first eg *Rosa sp*. A small amount of water was spilt when they were filling the Dutch buckets, so they promptly dried the floor with absorbent cloths. The candidate separated the stock according to its planned final use, and then stored the fresh materials in appropriate places eg the fresh

	materials were kept in a cool area, away from direct sun, draughts and footfall to maintain prime condition. They left the work area clean and tidy, disposing of waste correctly, which included storing reusable materials for later reuse. Waste fresh materials were composted, and general waste was put in the bin. They made sure the tools and buckets were cleaned and stored away correctly so as not to harm themselves or others.

Assessor signature	**Date**
Sample Assessor	23/03/2023

Photo/video evidence

- one minute video of each candidate specifically demonstrating:
  - working safely
  - correct conditioning methods/techniques
  - disposing of waste
  - management of workspace.

  Video is a separate file: Task 5b assessor video - condition fresh materials (D).mp4

Commentary

The candidate managed their work area excellently by thoroughly preparing all the correct PPE, tools and equipment to **condition fresh materials** eg bucket selection and preparation. Their excellent preparation meant that they could quickly put the fresh materials into the appropriate conditions, and deal with the water spillage promptly.

The candidate demonstrated excellent use of tools and techniques to maximise the longevity of the fresh materials, observing **health and safety** requirements throughout: the correct cutting techniques (45° and removing thorns), ratio of flower food to water, selection of appropriate tools, and correct storage of the conditioned materials.

The candidate demonstrated an excellent level of performance, **conditioning the materials** in the logical order, with a detailed examination of the fresh materials for quality and against the delivery note. The candidate finished the task with appropriate, sustainable management of the waste.

Task 6 – Assemble, dismantle, and evaluate an event installation

Task 6a)

Evidence contributes to the following:

Performance outcome	Assessment themes
PO4 Assemble all commercial flower, foliage and plant arrangements	Construct designs (medium)
PO5 Create event-based structures decorated with floral designs	Health and Safety
	Construct and dismantle event-based designs
	Evaluate event designs

Evidence	Assessment themes	Candidate producing	Assessor producing	Included in this GSEM
assembled parts of the structure	PO4: Construct designs (medium) PO5: Health and Safety PO5: Construct and dismantle event-based designs PO5: Evaluate event designs	√		
assessor observation, including Q&A			√	√
photos			√	√

Assessor evidence – assessor observation, Q&A, and photos

Task	Assessment component number
6a)	8717-401
Candidate name	**Candidate number**
Sample Candidate	CG12345
Centre name	**Assessment themes**
Sample Centre	PO4: Construct designs (medium) PO5: Health and Safety PO5: Construct and dismantle event-based designs PO5: Evaluate event designs

Complete the table below referring to the relevant marking grid, found in the assessment pack. Do not allocate marks at this stage.

Assessor observation	Notes – *detailed, accurate and differentiating notes which identify areas of strength and weakness are necessary to distinguish between different qualities of performance and to facilitate accurate allocation of marks once all evidence has been submitted.*
• Health and Safety including PPE and manual handling. • Management of workspace.	The candidate meticulously adhered to current legislation and safe working practices when securing the obelisk into the container. They referred to their risk assessment, wore the correct PPE (gloves, apron, closed in shoes, face mask and eye protection) when completing the task, checked that the junior florist had the correct PPE, and used correct manual handling techniques when moving the bag of sand. The candidate prepared the work area by laying down a tarpaulin to prevent soiling the floor. They maintained a tidy work area throughout the task. After they had secured the obelisk into the container the candidate cleaned up the area and tarpaulin with disposable cloths. They correctly disposed of waste and returned cleaned containers and tools to the stores.
• Working with others.	They made sure that after explaining the task, the junior florist understood what they had to do by asking them to repeat it back. They checked that the junior florist had the correct PPE and had received Manual Handling training (which they had). The candidate had a friendly and approachable communication style, so the junior florist was able to ask a question to clarify how to safely wear the mask.

• Assembly method, attaching methods and mechanics.	They assembled the obelisk correctly, with the candidate giving clear guidance throughout, asking the junior florist to hold the lower sections whilst they connected the top sections together. The candidate then checked that the stability of the obelisk was sound, by placing it on a level surface. They used sand as a base to weigh down the container. The candidate carefully scooped the sand into the container, making sure not to spill any. They followed their Manual Handling training: they assessed the weight of the container as they added the sand and gauged the correct amount to give it stability, to secure the obelisk into the container, and still be light enough to transport to the venue. They levelled the sand, and then added polystyrene blocks (to fill the void; photo 1) and floral foam blocks (to secure the obelisk into position), making it lighter and easier to dismantle and store than using cement. They made holes in the floral foam to fit the obelisk (photo 2) and then wet them. They secured the obelisk into the wet foam blocks (photo 2), and carefully cleaned around the obelisk legs and the container to make sure it was neat and tidy (photo 3).
Question and answer: Q: How would you securely load the installation into a vehicle for transport to the venue?	A: By moving the structure with the use of two people (probably me and the junior florist). We would make sure the structure fitted into the van before picking it up. I would make sure we followed our Manual Handling training. For example, assessing the weight of the load, working out how best to hold it, taking a wide stable stance and bending our knees. We would use manual handling equipment if available, something like a trolly or barrow, to move it to the van. We would use straps to hold the structure down in the van, and make sure that it would not slide around by testing how much it could move and then tightening the straps if we needed to.

Assessor signature	**Date**
Sample Assessor	23/03/2023

Photo/video evidence

- photos showing the completed construction of the obelisk secured into the container.

Photo 1 Polystyrene blocks

Photo 2 Obelisk in wet foam blocks

Photo 3 Obelisk and container

Commentary

The candidate **constructed** an excellent **event-based design**, adding sand to the container to weigh it down, then securing the obelisk into wet foam so that it can be dismantled and stored for future reuse. Making the foam wet added to the weight of the foam, holding the obelisk in place more securely.

The candidate followed **health and safety** requirements throughout, referring to their risk assessment, showing excellent understanding and application of legislation and policies: wearing correct PPE, ensuring the safety of the junior florist, following safe manual handling, making sure the structure was not too heavy to move, and working tidily.

The candidate demonstrated an excellent level of practical skills to **construct** a secure **design** to a high commercial standard: comprehensive preparation, assembling a solid and stable structure, basing it with sand, then adding the polystyrene, showing dexterity and showing a high level of attention to detail in cutting the floral foam, levelling the sand and cleaning the structure.

The candidate's communication with the junior florist was excellent, giving a detailed explanation and then checking the junior florist's understanding so that they efficiently achieved the required standard of **constructed event-based design**, with an appropriate **evaluation of the event design** in their response to the question.

Task 6b)

Evidence contributes to the following:

Performance outcome	Assessment themes
PO4 Assemble all commercial flower, foliage and plant arrangements	Construct designs (medium)
PO5 Create event-based structures decorated with floral designs	Health and Safety
	Construct and dismantle event-based designs

Evidence	Assessment themes	Candidate producing	Assessor producing	Included in this GSEM
decorated garland	PO4: Construct designs (medium) PO5: Health and Safety PO5: Construct and dismantle event-based designs	√		
assessor observation			√	√
photos			√	√

Assessor evidence – assessor observation and photos

Task	Assessment component number
6b)	8717-401
Candidate name	**Candidate number**
Sample Candidate	CG12345
Centre name	**Assessment themes**
Sample Centre	PO4: Construct designs (medium) PO5: Health and Safety PO5: Construct and dismantle event-based designs

Complete the table below referring to the relevant marking grid, found in the assessment pack. Do not allocate marks at this stage.

Assessor observation	Notes – *detailed, accurate and differentiating notes which identify areas of strength and weakness are necessary to distinguish between different qualities of performance and to facilitate accurate allocation of marks once all evidence has been submitted.*
• Health and Safety including PPE and manual handling. • Management of workspace.	The candidate meticulously adhered to health and safety legislation and safe working practices. They checked their risk assessment and employed the control measures which they had identified, including bending their knees when lifting the Dutch buckets of flowers and returning tools to their safe storage when not in use. They wore the correct PPE, including gloves, apron and closed-in shoes. The candidate prepared the workspace by laying a tarpaulin down, then carefully putting the buckets of flowers and tools on it to avoid damaging the floor. They tidied up as they went along. Waste materials were recycled or stored for future use where possible.
• Appropriate use of tools and equipment. • Assembly methods, attaching methods and mechanics. • Packaging and after care requirements.	They prepared a large bucket of water with an appropriate amount of flower food dissolved in it. The foam garland was thoroughly soaked in the flower food/water solution, and then left to drain. They positioned the foliage first to ‘green up’ the garland, leaving enough space for the flowers, and making constant reference to the sketch provided. The *Rosa sp*. were added to the garland in the key areas, and evenly distributed to highlight the strong focal line (photo 1). They selected *Rosa sp*. of a consistent size (photo 2). The *Rosa sp.* selected by the candidate were slightly larger than the rest of the materials which made them dominant and very rhythmical. The candidate occasionally stood back from the garland to check the overall appearance and held it up as though on the obelisk. As a result, they repositioned a couple of *Rosa sp*. to correct the rhythm where it would have been distorted by the corners of the obelisk.

	They continued with this careful positioning and checking as they added the transitional and then the filler fresh materials. They took care when handling the fresh materials to ensure their quality, meticulously checking them all before adding them to the garland, discarding a few bruised petals. They used tools and sundries correctly and appropriately when constructing the garland eg floristry scissors. The candidate worked carefully and efficiently to create a high quality, commercially viable design that reflected the sketch. The candidate misted the garland and then packaged it in tissue and a large, recycled box, ready for transport to the venue.

Assessor signature	**Date**
Sample Assessor	23/03/2023

Photo/video evidence

- photo of the decorated garland

Photo 1 Full length of decorated garland

Photo 2 Detail

Commentary

The candidate **constructed** a high-quality **event-based design** that accurately reflected the sketch. The candidate demonstrated an excellent level of practical skills to efficiently **construct** the garland **design**, with comprehensive preparation of tools and the work area, showing a high level of attention to detail and aesthetics through careful consideration and checking of the fresh material placement.

The candidate followed comprehensive **health and safety** practices showing excellent understanding and application of legislation and policies, including wearing PPE, safe use of tools, laying down a tarpaulin, following manual handling best practice and maintaining a tidy work area.

Task 6c)

Evidence contributes to the following:

Performance outcome	Assessment themes
PO4 Assemble all commercial flower, foliage and plant arrangements	Construct designs (medium)
PO5 Create event-based structures decorated with floral designs	Health and Safety
	Construct and dismantle event-based designs

Evidence	Assessment themes	Candidate producing	Assessor producing	Included this GSEM
assembled and decorated the structure	PO4: Construct designs (medium) PO5: Health and Safety PO5: Construct and dismantle event-based designs	√		
assessor observation			√	√
photos			√	√

Assessor evidence – assessor observation and photos

Task	Assessment component number
6c)	8717-401
Candidate name	**Candidate number**
Sample Candidate	CG12345
Centre name	**Assessment themes**
Sample Centre	PO4: Construct designs (medium) PO5: Health and Safety PO5: Construct and dismantle event-based designs

Complete the table below referring to the relevant marking grid, found in the assessment pack. Do not allocate marks at this stage.

Assessor observation	Notes – *detailed, accurate and differentiating notes which identify areas of strength and weakness are necessary to distinguish between different qualities of performance and to facilitate accurate allocation of marks once all evidence has been submitted.*
• Health and Safety including PPE and manual handling. • Management of workspace.	The candidate adhered to current legislation and safe working practices, firstly by organising the workspace where they were decorating the event structure and cordoning it off from public, models and venue staff. The candidate and junior florist both wore appropriate PPE: gloves, apron, closed-in shoes. They followed their risk assessment, laying down a tarpaulin to stop any spillages, marking or damage to the flooring. The toolbox was easy to access, so that tools could be returned to it as soon as they had used them. Instructions were given to the junior florist for tools to be returned as soon as they had used them. They also ensured that they and the junior followed safe manual handling techniques when they moved the structure into position. They tidied up as they went along. They were meticulous when clearing up: lifting the tarpaulin, waste was disposed of safely and securely, the cordons were removed, tools were returned to the toolbox once finished with, and the area was left clean and tidy.
• Working with others.	The candidate gave clear and straightforward instructions to the junior florist to assist in the completion of the event installation. They made sure that after explaining the task, the junior florist understood what they had to do by asking them to repeat it back. The junior florist held the weight of the garland whilst it was draped around the structure and secured into position with cable ties. The candidate also asked them to make sure that no one entered the work area.
• Appropriate use of tools.	The candidate made constant reference to their work plan, taking great care and correctly using the appropriate tools and equipment to position

• Use and handling of appropriate floral materials. • Assembly methods, attaching methods and mechanics. • Finishing touches.	and secure the garland to the structure. They were careful to avoid damaging the fresh materials. They referred to the sketch and buying list and drew on their underpinning knowledge to attach the garland, adorning the structure to create an aesthetically pleasing design, that was to a high industry standard, commercially viable, and fit for purpose. They allowed themself time to stand back and reflect on the design. They made a few adjustments and finishing touches, filling gaps with additional fresh materials, and misting the finished design. Photos: 1 Completed installation showing the garland securely attached to the frame. 2 No gaps showing. Distribution of fresh materials.

Assessor signature	**Date**
Sample Assessor	23/03/2023

Photo/video evidence

- photos of the completed installation showing the garland securely attached to the frame, any gaps showing and distribution of fresh materials

Photo 1 Completed installation showing the garland securely attached to the frame

Photo 2 No gaps showing. Distribution of fresh materials

Commentary

The candidate **constructed** an excellent **event-based design** which was visually balanced due to the even distribution of the flower placements. The *Rosa sp.* were the dominant feature throughout the design as they cascaded around the obelisk, secured onto the structure with cable ties that were well hidden.

The candidate followed comprehensive **health and safety** requirements showing excellent understanding and application of legislation and policies, preparing their work area with a tarpaulin and cordoning it off, wearing the correct PPE, and ensuring the safety of the junior florist, particularly when positioning the event-based design.

The candidate demonstrated an excellent level of practical skills to **construct** a distinctive **design**. The candidate checked the sketch and buying list, and stood back to review their work throughout construction of the design; this attention to detail meant that they finished the design to a high commercial standard. The candidate followed their comprehensive planning to move the structure into place and decorate it without damage.

The candidate's communication with the junior florist was excellent, giving a detailed explanation and then checking the junior florist's understanding so that they efficiently achieved the required standard of **constructed event-based design**.

Task 6d)

Evidence contributes to the following:

Performance outcome	Assessment themes
PO5 Create event-based structures decorated with floral designs	Construct and dismantle event-based designs

Evidence	Assessment themes	Candidate producing	Assessor producing	Included in this GSEM
dismantled installation	PO5: Construct and dismantle event-based designs	√		
assessor observation			√	√
photos			√	√

Assessor evidence – assessor observation and photos

Task	Assessment component number
6d)	8717-401
Candidate name	**Candidate number**
Sample Candidate	CG12345
Centre name	**Assessment themes**
Sample Centre	PO5: Construct and dismantle event-based designs

Complete the table below referring to the relevant marking grid, found in the assessment pack. Do not allocate marks at this stage.

Assessor observation	Notes – *detailed, accurate and differentiating notes which identify areas of strength and weakness are necessary to distinguish between different qualities of performance and to facilitate accurate allocation of marks once all evidence has been submitted.*
• Health and Safety including PPE and manual handling. • Management of workspace.	The candidate worked meticulously from start to finish dismantling the structure, following their risk assessment and the appropriate health and safety requirements, including wearing the correct PPE (gloves, hi-visibility jacket, closed-in shoes), and using safe lifting and carrying procedures. They prepared the work area by laying down a tarpaulin to stop any spillage, marking or damage to the flooring, and cordoning off the area. They tidied up as they went along, and the work area was left clean and tidy.
• Appropriate use of tools. • Use and handling of appropriate floral materials. • Methods of waste disposal.	They worked methodically and carefully, following their plan, removing, and dismantling the garland (photos 1 & 2), and dismantling the obelisk (photos 3 & 4). They safely used appropriate tools and equipment to dismantle the obelisk: floristry scissors to cut cable ties and wore a mask when taking materials out of the foam and separating the foam from the plastic. They correctly disposed of waste by cleaning and wrapping the obelisk for storage for future use, recycling the Dutch buckets, and separately packing the fresh materials for later composting. The rest was put in the bin.

Assessor signature	Date
Sample Assessor	23/03/2023

Photo/video evidence

- photo evidence of the dismantled installation: disassembly of garland and structure

Photo 1 Dismantled garland

Photo 2 Dismantled garland

Photo 3 Dismantled obelisk

Photo 4 Obelisk removed from container

Commentary

The candidate comprehensively prepared to safely **dismantle the event-based design**, following their risk assessment including wearing PPE, cordoning off the area and laying down a tarpaulin.

The safe and efficient dismantling of the design into its separate components meant it would not need much space for transport or storage when back at the shop. The candidate managed waste correctly and efficiently, including separating the compostable waste.

Task 6e)

Evidence contributes to the following:

Performance outcome	Assessment themes
PO2 Design all floral work to meet client requirements for special events	Health and Safety
PO4 Assemble all commercial flower, foliage and plant arrangements	Evaluate designs
PO5 Create event-based structures decorated with floral designs	Evaluate event designs

Evidence	Assessment themes	Candidate producing	Assessor producing	Included in this GSEM
written evaluation	PO2: Health and Safety PO4: Evaluate designs PO5: Evaluate event designs	√		√

Candidate evidence – written evaluation

(Word count: 900)

Client requirements

I feel as if I have interpreted the client's instructions very well and produced a design that was perfect for the occasion. The structures on the walkway made a big impact **contrasting** against the white backdrop of the stage, and the **colours** matched the charity logo, and the silver container **harmonised** with the metal poles of the lighting framework yet contrasted with the **texture** of the flowers. The design was commercial, 'fit for purpose' and lasted for the duration of the event.

Legislation and safe working

Completing the risk assessment prior to construction of the structures was very informative and useful because I could apply my knowledge of the appropriate Health & Safety at Work regulations, including Manual Handling. I used these when assessing the hazards and risks I might encounter whilst working on this event. It is well known that we all have a 'duty of care' to be aware of any risks, so by highlighting the risks and adhering to the risk assessment we avoided any accidents occurring. I also made sure that the junior florist was working safely, by checking if they had attended manual handling training and making sure they wore the right PPE each time they worked with me.

Suitability of the design

The structure was easy to assemble, transport and decorate with the fresh materials. The garland draped around the obelisk was to scale and made it transparent, filling the negative **space** with recession so that your eye is drawn in before following the line of the garland until another full stop, making the design interesting, **rhythmical**, yet **harmonious** with the juxtaposition of the negative and positive **space**.

The suitability of fresh materials was perfect for decorating the garland that adorned the obelisk and looked perfect on the blank canvas of the stage. Great **colours** that matched the charity logo, with bright cerise *Rosa sp.* being the focal flower (**dominance**) popping brightly against the cool colours of the violet *Eustoma russellianum* and blue *Eryngium planum*. The **forms** were all similar, which gave the curvaceous **line** of the garland wrapping around and down the rhythmical **line**. The silver *Eucalyptus cinerea* is a fantastic backdrop against the brightly coloured flowers and matches perfectly with the silver framework.

I completed most of the construction work beforehand because we only had a limited amount of time to set up on site. I decided to put sand in the container to weigh it down and added polystyrene blocks to fill the void and make it lightweight. I then used several large blocks of wet foam to secure the obelisk into place. The structural science impacted on the **actual balance** of the design because the **proportions** of the obelisk to the container had to measure 2/3 to 1/3, otherwise it threw the **visual balance** off, and the container would look too **dominant** on the catwalk, although once the fresh materials were added, I'm sure they would have taken the emphasis off the container.

I constructed the garland prior to transporting it to the venue, which was beneficial for several reasons; it would be easier to transport once made than buckets of conditioned materials, much quicker to assemble when in situ and there would be minimal waste to clear up at the venue.

I followed all the relevant legislation and policies during my planning, and we followed my risk assessment and the safe working practices when on site, for example cordoning off the area where we were working. This reduced the risks to myself and others.

At the venue I moved the structure with the junior florist because it was very heavy, and we were careful to bend our knees and make sure we followed our manual handling training.

I had allowed time for finishing touches to fill in any gaps, to make sure the garland was secure, misted, and pay attention to detail and perfection. After we moved the structure into place, I noticed that there were places where you could see the foam, so I decided to fill in the gaps with some left-over materials that I brought just in case. I had to infill the gaps whilst the design was on stage, so the junior florist stood guard making sure that nobody was in the work area whilst I worked, so that they were not exposed to any risks.

The garland placed around the obelisk was a great way of the fresh materials receiving water during the show; the lights on the catwalk would have been very hot and would have caused the fresh materials to flag very quickly if they were just bound on a rope.

Dismantling the structure was easy to achieve as I cut the cable ties, removed the fresh materials from the garland, dismantled the obelisk and wrapped it up for storage (and possibly reuse). I took the fresh materials back to the shop for composting.

Areas for improvement.
If I was to carry out this design again, I would definitely make some sort of allowance for some extra materials just in case the garland was damaged in transit, or I had to fill in any gaps.

I would have liked to make the structures either side of the archway slightly taller and maybe persuaded the client to have a flower cloud handing overhead at the end of the catwalk which would look stunning in photos when the models paused and turned.

Commentary

The candidate produced an excellent **evaluation** of their creation and assembly of a commercial **event-based design**. The candidate considered the principles and elements of design with accurate use of technical terminology throughout. The candidate included a comprehensive understanding of client requirements (contrast, colour, harmony, texture), the suitability of the design (space, rhythm, harmony), the chosen materials (colour, dominance, line) and the impact of structural properties (actual balance, proportion, visual balance, dominance).

The candidate included excellent suggestions for improvement considering both the practicalities of construction (spare fresh materials) and increasing the impact of the design (taller, additional structure).

The candidate applied their excellent understanding of **health and safety** explaining how they implemented health and safety requirements during the event installation, using appropriate PPE, ensuring a safe working environment eg cordoning off the work area, using tarpaulins, maintaining a tidy work area, moving the installation with the junior florist, and referring to the Health and Safety at Work Act.

Note about typical word counts: A candidate demonstrating a distinction standard may write more descriptively and use more words than the typical word counts given in the tasks. Typical word counts, where indicated in assessor packs, are to be used as approximates for guidance to support the production of sufficient evidence. Marking will relate to the quality of the evidence produced and not whether the word count has been met or exceeded.

Task 7 – Order amendment

Evidence contributes to the following:

Performance outcome	Assessment themes
PO4 Assemble all commercial flower, foliage and plant arrangements	Construct designs (hand tied)

Evidence	Assessment themes	Candidate producing	Assessor producing	Included in this GSEM
presentation bouquet	PO4: Construct designs (hand tied)	√		
assessor observation			√	√
photos			√	√

Assessor evidence – assessor observation and photos

Task	Assessment component number
7)	8717-401
Candidate name	**Candidate number**
Sample Candidate	CG12345
Centre name	**Assessment themes**
Sample Centre	PO4: Construct designs (hand tied)

Complete the table below referring to the relevant marking grid, found in the assessment pack. Do not allocate marks at this stage.

Assessor observation	Notes – *detailed, accurate and differentiating notes which identify areas of strength and weakness are necessary to distinguish between different qualities of performance and to facilitate accurate allocation of marks once all evidence has been submitted.*
• Health and Safety including PPE and manual handling. • Management of the workspace.	The candidate prepared the work area well by carefully cleaning and checking the worktop and tools. They laid out all the fresh materials, tools, and sundries which made the construction of the bouquet commercially viable due to the time it took to construct. They followed appropriate health and safety, applying suitable control measures, such as closing the knife when not in use. They wore appropriate PPE (closed-in shoes, apron), and worked safely throughout the task, using tools and sundries correctly, for example angling the pins up towards the centre of the stems so that they didn't protrude from the other side.
• Preparation and handling of fresh materials. • Use of tools. • Waste management. • Packaging and after care requirements.	*Note: The fresh materials were cut and conditioned prior to the task.* The candidate selected and handled the fresh materials with meticulous care, ensuring they were not bruised or damaged and were kept in optimum condition. The candidate constructed the presentation bouquet efficiently, using an appropriately varied range of both mechanical and decorative techniques: binding, veiling, wrapping, pinning, threading, stapling, rolling, tying, and knotting. During construction they spiraled stems in the arm, ensuring that the finished bouquet faced forwards. They took the time to use a mirror to check that the materials were correctly placed and modified the arrangement to remove any gaps and produce a balanced tied design that matched the sketch (photos 1, 2 & 3). They used water on a tissue to shine the leaves, although when they dried, they still looked a little dull (photo 4).

	The finished design was of an excellent commercial standard with excellent proportions, with the stems neatly cut at a 45° angle (photo 1). The design was wrapped with a velvet ribbon and pinned in place with 'button' pins to balance the beads on the bear grass (photo 5). The ribbon could have been neater (photo 6). The candidate used tools and sundries correctly when constructing the tied design, placing them back in the toolbox when not in us. They washed them at the end to stop cross contamination of bacteria to other materials. They left the work area clean and tidy, disposing of waste correctly: composting fresh material waste, and using recycled materials for packaging where possible. Once the design was completed, the candidate placed the stems into a vase with a small amount of water. They prepared the materials ready to package the design: a cloth to dry the stems, a reused flower box topped with tissue paper, and a mister to mist the design.

Assessor signature	**Date**
Sample Assessor	23/03/2023

Photo/video evidence

- photos showing outline shape, profile and mechanics of the design

***Note**: not all fresh materials were available at the time of construction, so the design was amended to include additional Eustoma russellianum to replace the Dianthus. The photos show the standard required for distinction level.*

Photo 1 Completed design

Photo 2 Completed design

Photo 3 Tied design

Photo 4 Leaves after shining

Photo 5 Beads on the bear grass

Photo 6 Velvet ribbon

Commentary

The candidate demonstrated an excellent level of skills to **construct a hand tied design** that meets the requirement of the brief to a high-quality standard.

The candidate followed excellent workspace management: tools, fresh materials and sundries were used safely eg candidate laid out the fresh materials and gathered tools needed prior to construction and worked tidily as they completed the design. The candidate took appropriate, comprehensive precautions, managing potential risks eg placing tools back in their toolbox after use.

The candidate meticulously applied construction techniques: a wide range were used, and they displayed sound dexterity (spiralling stems in the arm). They correctly cut the stems at 45°.

The candidate applied their understanding of the principles and elements of design to create a distinctive bouquet: the flowers were distributed according to the sketch, with a strong focal line running through the bouquet, graduating and recessing the materials to build up to a strong profile, adding pearls to mirror the water droplets, although they should have used leaf shine on the aspidistra leaves rather than wipe then with water as some dust still showed, however, it still resulted in an excellent commercial finish.

The candidate correctly prepared the design to maintain its condition: placed in a small quantity of water, with a comprehensive selection of materials prepared for packaging.

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