

**Adaptation addendum**

Qualification reference number(s)	Qualification title(s)
601/1015/6	NCFE Entry Level Diploma in Occupational Studies for the Workplace (Entry 3)
601/1073/9	NCFE Entry Level Award in Exploring Occupational Studies for the Workplace (Entry 3)
601/1185/9	NCFE Entry Level Certificate in Occupational Studies for the Workplace (Entry 3)
601/1186/0	NCFE Entry Level Award in Occupational Studies for the Workplace (Entry 3)
601/1086/7	NCFE Level 1 Award in Exploring Occupational Studies for the Workplace
601/1087/9	NCFE Level 1 Award in Occupational Studies for the Workplace
601/1088/0	NCFE Level 1 Certificate in Occupational Studies for the Workplace
601/1089/2	NCFE Level 1 Diploma in Occupational Studies for the Workplace
601/1423/X	NCFE Level 2 Certificate in Occupational Studies for the Workplace
601/1424/1	NCFE Level 2 Award in Occupational Studies for the Workplace
601/1425/3	NCFE Level 2 Diploma in Occupational Studies for the Workplace
601/1497/6	NCFE Level 2 Award in Exploring Occupational Studies for the Workplace

Adaptations		
Assessment	Current approach	Adaptation
Internal assessment: skills and knowledge	<p>Assessed through portfolio of evidence.</p> <p>Guidance in our qualification specifications sets out assessment criteria which must be met, and examples of the type of evidence which may be used to meet those criteria. It is already the case that other forms of evidence (i.e. not specifically listed in our guidance) may be used if they meet assessment criteria and can be internally and externally quality assured.</p>	<p>All relevant qualification content must still be delivered and assessment criteria met.</p> <p>Due to the nature of this qualification there are some units that are not possible to adapt due to health and safety reasons as they need to be completed under supervision in a risk assessed environment.</p> <p>We believe that the flexibilities which centres already have with respect to the types of evidence they may use to meet assessment criteria are sufficient to mitigate Covid-related risks.</p> <p>We would encourage centres to consider how they might use alternative and / or digital solutions to gather and store evidence including, for example:</p> <ul style="list-style-type: none"> <li>• centre-set short response or multi-choice tests</li> <li>• professional discussion recordings</li> <li>• annotated learning plans</li> <li>• photos and videos.</li> </ul> <p>We appreciate that to create and capture evidence for the skills aspect of these</p>

		<p>assessments, students may need access to specialist facilities / equipment.</p> <p>As our existing guidance permits, to mitigate Covid related challenges in accessing facilities / equipment, we would encourage centres to consider, for example:</p> <ul style="list-style-type: none"><li>• using expert witness testimonies to confirm the observation of student competence over time where direct observation is not possible</li><li>• using observation of simulated activity to evidence the demonstration of competence where direct observation is not possible</li><li>• using digital solutions to capture evidence remotely where students can access required facilities / equipment away from the centre, but teaching staff cannot observe at that location</li><li>• carefully considering how you schedule teaching, learning and assessment activity during the year, recognising that you may not be able to access specialist facilities / equipment in all weeks.</li></ul> <p>You can find further advice and guidance on the preparation of portfolios of evidence <a href="#">here</a>.</p>
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