

Adaptation addendum

Qualification title(s)	NCFE Level 2 Certificate in Business and Enterprise
Qualification reference number(s)	601/0048/5
Summary of changes	<p>V2.0 - 24.03.21</p> <p>Updated to provide additional information on use of teacher assessed grades for internally and externally assessed components. Previous version title 'AT 60100485 V1.0'.</p> <p>V1.0 - 22.02.21</p> <p>The new version number is to reflect 2021 updated template layout to include further information on alternative arrangements for awarding in 2020/21. Previous version title 'AT 60100485 L2 Business & Enterprise V3'</p>
Qualification Purpose	This qualification is designed for learners who want an introduction to business and enterprise that includes a vocational and hands-on element.

Assessment adaptation

Assessment	Approach following autumn 2020 adaptations	Additional adaptations for 2020/21
	<i>What we require for this type of assessment at present, including flexibilities already introduced in autumn 2020.</i>	<i>The additional flexibilities and adaptations that will apply during 2020-21.</i>
Internal assessment: skills and knowledge	<p>Internal assessment should continue remotely, where relevant, for all students where possible.</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 enable</p>	Internal assessment should continue remotely, where relevant, for all students where possible. Where internal assessment continues, all previously communicated adaptations still apply.

	<p>most students to continue to mitigate the ongoing Covid related risks.</p> <p>We would also 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">• centre-set short response or multi-choice tests• professional discussion recordings• annotated learning plans• photos and videos. <p>We appreciate that to create and capture evidence for the skills aspect of these assessments, students may need access to specialist facilities / equipment. 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">• using expert witness testimonies to confirm the observation of student competence over time where direct observation is not possible• using observation of simulated activity to evidence the demonstration of competence where direct observation is not possible• 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• 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	<p>This qualification is in scope for alternative arrangements and if required can be awarded via a teacher assessed grade from the centre. Teaching and learning should continue as much as possible as all completed work will form the basis of a teacher assessed grade.</p> <p>We have worked together with Ofqual, sector partners and other awarding organisations to agree common approaches to setting minimum evidence thresholds for a teacher assessed grade from the centre for this qualification and more information can be found in the Approach to Alternative Awarding Arrangements 2020/21 document, which can be found on our website here.</p>
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	<p>You can find further advice and guidance on the preparation of portfolios of evidence here.</p> <p>We will also continue to offer remote EQA reviews and further guidance on how to prepare for this can be found here.</p>	
Set date assessments	<p>A large number of our qualifications have external assessments that must be sat on a set date and time and at your centre.</p> <p>Previously, where assessments were timetabled for a set date and time, we:</p> <ul style="list-style-type: none"> • updated our assessment variation process to allow centres to use additional test centre locations • added additional assessment opportunities to the 2020-21 timetable <p>However, following the January 2021 announcement that exams were cancelled, these will only remain applicable to those exams which are used to demonstrate a practical or occupational competence, or are assessments within qualifications which are not in scope for alternative awarding arrangements.</p>	<p>Set date and time assessments from February 2021 onwards are cancelled.</p> <p>This qualification is in scope for alternative arrangements and if required can be awarded via a teacher assessed grade from the centre.</p> <p>As the externally assessed components have been cancelled and where those components are not also internally assessed, centres should look to evidence performance at a grade via other sources of evidence to inform the teacher assessed grade, such as;</p> <ul style="list-style-type: none"> • using past papers / practice assessments • homework or classwork • project work • evidence from work experience / placement if applicable • witness testimonies or teacher observation records • evidence from completed synoptic assessments, which may sample across multiple units • centre devised assessments • formative assessments

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Task-based examination	<p>A number of our qualifications have task-based external assessments which much be sat over a set period of time at your centre.</p> <p>Previously, where assessments were timetabled in a window we:</p> <ul style="list-style-type: none"> • updated our assessment variation process to allow centres to use additional test centre locations • added additional assessment opportunities to the 2020-21 timetable <p>However, following the January 2021 announcement that exams were cancelled, these will only remain applicable to those exams which are used to demonstrate a practical or occupational competence, or are assessments within qualifications which are not in scope for alternative awarding arrangements.</p>	<p>Task-based examinations from February 2021 onwards are cancelled.</p> <p>This qualification is in scope for alternative arrangements and if required can be awarded via a teacher assessed grade from the centre.</p> <p>As the externally assessed components have been cancelled and where those components are not also internally assessed, centres should look to evidence performance at a grade via other sources of evidence to inform the teacher assessed grade, such as;</p> <ul style="list-style-type: none"> • using past papers / practice assessments • homework or classwork • project work • evidence from work experience / placement if applicable • witness testimonies or teacher observation records • evidence from completed synoptic assessments, which may sample across multiple units • centre devised assessments • formative assessments

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