# T-Levels / EPA Skills Scan

How to conduct the Skills Scan

# T-Levels / EPA Skills Scan

- Overview

  - The purpose of this programme is to enable learners who have successfully completed an On-site T-Level to move rapidly into employment with skills comparable to a successful Level 3 Apprentice.

  - Learners who achieve their On-site Construction T-Level from August 2023 onwards, who wish to work in a construction trade, will have 2 options to progress within their specialist trade area (architectural joinery, bricklaying, site carpentry):

    - (Accelerated) level 3 apprenticeship
    - Mirrored EPA programme.

# Selecting the most appropriate option

- Who is each option suitable for?
  1. Mirrored EPA
     - Learners who:
       - Can demonstrate a wide range of the Knowledge, Skills and Behaviours (KSBs) from the appropriate level 3 Occupational Standard
       - Will take less than 12 months to upskill in remaining KSBs.
  2. (Accelerated) Apprenticeship
     - Learners who:
       - Can demonstrate a smaller number of the KSBs from the appropriate level 3 Occupational Standard
       - Will take longer than 12 months to upskill in the remaining KSBs.

# Selecting the most appropriate option

- The correct route should be chosen by:

  - Using the information gained from completing the Skills Scan (suggested ranges are listed on the document)

  - Considering:

    - The time needed for the learner to upskill and be able to demonstrate the full range of Knowledge, Skills and Behaviours from the Occupational Standard.

    - How close the learner is to being able to fulfil the full range of duties from the Occupational Standard.

    - The core skills that are fundamental to the workplace - marked on the Skills Scan by an asterisk (*)

- It is expected that the tutor / assessor will use their professional judgement in addition to the relevant available information to advise each learner on their best progression option.

- It is essential that the Skills Scan is conducted by a tutor / assessor who knows the learner and that it is completed in consultation with the learner.

- Where possible, it is recommended that the employer is involved in the process so that their experience of working with the learner is included in the decision.

# How to complete the Skills Scan

- The Skills Scan covers the skills of the relevant occupational standard.

- The skills are disaggregated to allow for precise identification and recognition of each learner's skills.

- Each line in the Skills Scan has a scale from 1 to 10.
  - Circle the value that best represents the learner's ability for each skill within the range.
    - A score of ten should be given if the learner is fully capable of demonstrating the skill
    - A score of one, if it is a skill that the learner cannot demonstrate.

- When scoring each of skill statements it is recommended that the following factors are considered, where appropriate:
  - Learner's skills / Accuracy of their work / How safely they work / The speed of their work / The tidiness of their work

# How to complete the Skills Scan

| Advanced Carpentry and Joinery Skills Standard (Architectural Joinery) | Associated Duties | Able to do | | | | | | | | Not able to do | Recommended Training Task |
|---|---|---|---|---|---|---|---|---|---|---|---|
| S1: Apply safe working practices in accordance with current legislation. * | 1 / 2 / 3 / 4 / 5 / 6 | 10 | ⑨ | 8 | 7 | 6 | 5 | 4 | 3 | 2 | 1 | Any Task |
| S1 Apply safe working practices in accordance with health, safety and welfare regulations. * | 1 / 2 / 3 / 4 / 5 / 6 | 10 | 9 | ⑧ | 7 | 6 | 5 | 4 | 3 | 2 | 1 | Any Task |
| S1 Apply safe working practices in accordance with approved Codes of Practice. * | 1 / 2 / 3 / 4 / 5 / 6 | 10 | ⑨ | 8 | 7 | 6 | 5 | 4 | 3 | 2 | 1 | Any Task |

- The image above shows an example of completed judgements

- Once all lines have had a score assigned, calculate the learner's total score by adding all the circled values.

# The Skills Scan

- Page 1:
  - Instructions
  - Learner details
- Pages 1 – 6:
  - Skills statements
  - Skills ratings 1-10
  - Duties
  - Recommended Training Tasks
- Page 6:
  - Guidance and decision
- Page 7:
  - Key of duties



**T-Level Carpentry and Joinery Practical Skills Scan**

**(Architectural Joinery)**

This skills scan is expected to be completed by the learner and their tutor at the end of their T-Level.

It is designed to identify which of the practical skills from the Advanced Architectural Standard a learner is capable of demonstrating and which aspects will require more training.

The skills aspects are disaggregated to allow for precise recognition of each learner's skills.

In consultation with their tutor, the learner needs to give themselves a score between one [1] and ten [10]. A score of ten should be given if the learner is fully capable of demonstrating the skill and a score of one, if it is a skill that the learner cannot demonstrate. Circle the value that best represents the learner's ability for each skill.

Recommended training tasks are provided by NOCN to allow learners to practice skills that they need to work on.

Skills shown in **bold** are those not explicitly covered by T-Level Skills Performance Outcomes.

| Learner's name: | | Date Competed: | |
|---|---|---|---|
| Training provider: | | Employer: | |

| Advanced Carpentry and Joinery Skills Standard (Architectural Joinery) | Associated Duties | Able to do | | | | | | | | | Not able to do | Recommended Training Task |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| S1: Apply safe working practices in accordance with current legislation. * | 1 / 2 / 3 / 4 / 5 / 6 | 10 | 9 | 8 | 7 | 6 | 5 | 4 | 3 | 2 | 1 | Any Task |
| S1 Apply safe working practices in accordance with health, safety and welfare regulations. * | 1 / 2 / 3 / 4 / 5 / 6 | 10 | 9 | 8 | 7 | 6 | 5 | 4 | 3 | 2 | 1 | Any Task |
| S1 Apply safe working practices in accordance with approved Codes of Practice. * | 1 / 2 / 3 / 4 / 5 / 6 | 10 | 9 | 8 | 7 | 6 | 5 | 4 | 3 | 2 | 1 | Any Task |

# Using the results of the Skills Scan

- As previously stated, the decision on which option is most suitable for a learner is taken using:
  - The professional judgement of their tutor / assessor
  - The views of the employer, if available
  - The results of the Skills Scan.
  - The time it will take for the learner to gain the required skills

- Scoring the following scores, or above, suggest that the learner may be suitable to progress onto the Mirrored EPA route.
  - Architectural Joinery: 330 – 340
  - Site Carpentry: 390 – 400
  - Bricklaying: 480 – 490

If there is any doubt on which option to recommend it is important to remember that the learner will be able to transfer from the Mirrored EPA route to the Apprenticeship route.