

Last Updated: 31<sup>st</sup> August 2021

This statement has been produced to provide additional guidance for centres on the arrangements in place for NOCN's suite of preparation for work qualifications. This statement should be read in conjunction with the general guidance NOCN has provided on our website here: <https://www.nocn.org.uk/support/covid-19-guidance/approach-to-awarding-in-2021-2/>

This statement applies to assessments conducted from 1<sup>st</sup> September 2021 and replaces all previous sector statements published for this sector.

### Scope of Qualifications

Qual No.	Qualification Title
603/6120/7	NOCN Entry Level Award in Preparing for Further Learning or Employment (Entry 3)
603/6122/0	NOCN Entry Level Certificate in Preparing for Further Learning or Employment (Entry 3)
603/6123/2	NOCN Entry Level Extended Certificate in Preparing for Further Learning or Employment (Entry 3)
603/6104/9	NOCN Entry Level Diploma in Preparing for Further Learning or Employment (Entry 3)
603/5306/5	NOCN Level 1 Award in Preparing for Learning Employment and Career Progression
600/6895/4	NOCN Entry Level Award in Using Employability Skills (Entry 1)
600/6894/2	NOCN Entry Level Award in Using Employability Skills (Entry 2)
600/6893/0	NOCN Entry Level Award in Using Employability Skills (Entry 3)
600/6896/6	NOCN Entry Level Certificate in Using Employability Skills (Entry 1)
600/6897/8	NOCN Entry Level Certificate in Using Employability Skills (Entry 2)
600/6900/4	NOCN Entry Level Certificate in Using Employability Skills (Entry 3)
603/6740/4	NOCN Entry Level Certificate in Employability Skills (Entry 1)
603/6742/8	NOCN Entry Level Certificate in Employability Skills (Entry 2)
603/6743/X	NOCN Entry Level Certificate in Employability Skills (Entry 3)
600/6898/X	NOCN Entry Level Diploma in Using Employability Skills (Entry 1)
600/6899/1	NOCN Entry Level Diploma in Using Employability Skills (Entry 2)
600/6901/6	NOCN Entry Level Diploma in Using Employability Skills (Entry 3)
600/3483/X	NOCN Level 1 Award in Employability
600/3482/8	NOCN Level 1 Certificate in Employability
500/7564/0	NOCN Level 2 Award in Employability
500/7565/2	NOCN Level 2 Certificate in Employability
601/0141/6	NOCN Entry Level Award in Vocational Studies (Entry 3)
601/0142/8	NOCN Entry Level Certificate in Vocational Studies (Entry 3)
601/0156/8	NOCN Level 1 Award in Vocational Studies
601/0157/X	NOCN Level 1 Certificate in Vocational Studies
603/0159/4	NOCN Level 2 Award for the Safe Worker
603/3029/6	NOCN Level 3 Award in International Volunteering
603/3030/2	NOCN Level 3 Diploma in International Volunteering

### Sector Engagement

The Awarding Organisations who offer qualifications in this sector have agreed to implement common approaches to the awarding of assessments this academic year.

### Adaptations to Delivery/Assessment

For any unit where evidence is not sufficient to claim for learner achievement, centres should look to adapt assessment to ensure fairness to its learners and support learner

progression. If learners are finding it difficult to complete unit assessment, NOCN suggests that Tutors/Assessors try the following strategies:

- Holistic assessment across uncompleted units to ensure that all required units are assessed.
- Alternative forms of assessment evidence for units, for example:
  - Audio evidence, for example, of 1 to 1 tutorials with identified learners; verbal questions and answers to test unit knowledge and understanding.
  - Video evidence of role plays or a performance by identified learners simulating demonstration of skills, for example, performing in a job interview.
  - Written question and answer test of knowledge and understanding for that unit.

For suites of qualifications such as Preparing for Further Learning or Employment; Using Employability Skills; Employability or Vocational Studies, centres are able to consider whether a learner could successfully complete a smaller size of their registered qualification, e.g. a Certificate instead of a Diploma or an Award instead of a Certificate. Where this is the case, NOCN's registration and award system will automatically issue the smaller-size qualification where the rule of combination is met upon unit achievement.

NOCN has produced guidance document which centres can refer to regarding how assessments can be adapted. Please refer to the NOCN Adaptation Guidance for Centres 2021-2 document, available on the NOCN website, for further detail.

Due to the varying natures of NOCN qualifications, centres are encouraged to discuss adaptations outside of the ones listed above with their EQA to ensure that the collated evidence will meet the requirements of the criteria/outcomes set out in the qualification and that it is valid, reliable and authentic. This approach provides centres with the flexibility to ensure that all learners have an opportunity to complete any units or assessments that they may need to complete their qualification.

### **Qualification Categories**

All NOCN qualifications will be in Category A from 1<sup>st</sup> September 2021. This means that all training and assessment must be delivered to the required standard, either normally or through adaptations, to allow a claim for achievement.

### **Use of Teacher Assessment Grades (TAGs)**

The use of Teacher Assessed Grades is no longer possible. Where a qualification was previously categorised as 'Category B1' or 'Category B2' on the categorisation spreadsheet, a learner who should have received a TAG in 2021 but didn't, can still be considered for a TAG where there is sufficient assessment evidence. For further information, please contact [assurance@nocn.org.uk](mailto:assurance@nocn.org.uk).

### **Quality Assurance**

In all cases where adapted assessments are used, centres must ensure that the required internal quality assurance activities take place to ensure validity in result



claims. Adapted assessments will fall into NOCN's standard practices regarding external quality assurance.