



End-point assessment plan for Solicitor statutory integrated apprenticeship.

Apprenticeship standard number	Level of this end-point assessment (EPA)	Integrated
ST0246	7	Statutory integrated

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Introduction and overview

The [Solicitors Regulation Authority](#) (SRA) is the regulator of individual solicitors and law firms in England and Wales. The SRA was set up as the regulatory body of The Law Society after the Legal Services Act 2007 required the separation of all regulatory and representative functions relating to the legal professions. The SRA's powers include specifying the education and training requirements for qualifying as a solicitor. All of its regulatory activities must be approved by the Legal Services Board. The LSB is the oversight regulator of Legal Services in England and Wales.

The SRA's regulatory objectives includes setting standards for solicitors. The [Authorisation of Individuals Regulations](#) set out the SRA's requirements relating to the qualification and admission requirements for solicitors. The SRA introduced the Solicitors Qualifying Examination (SQE) in 2021. Anyone who wants to be a solicitor must pass SQE (unless they are subject to transitional arrangements relating to pre-SQE education and training requirements). SQE assesses solicitor competence by reference to the SRA's [Statement of Solicitor Competence](#). The delivery of the apprentices training must be aligned to the Statement of Solicitor Competence to ensure that apprentices are able to hold the qualification of Solicitor and seek admission to the Roll of Solicitors. 'Solicitor' is a protected title and only those admitted to the Roll are entitled to use it.

SQE comprises SQE1 which tests a candidate's ability to identify and apply knowledge of core legal principles and rules to client problems and transactions, and SQE2 which tests applied legal knowledge and legal skills. SQE1, which must be passed before an apprentice (and anyone seeking qualification as a solicitor) can take SQE2. SQE2 is the EPA.

The end-point assessment (EPA) assesses whether apprentices have also passed the apprenticeship, and is based on the same professional knowledge, skills and behaviours as the occupational standard. This document sets out the requirements for EPA for the Solicitor statutory integrated apprenticeship.

The EPA period should only start once the employer is satisfied that the apprentice is consistently working at or above the level set out in the occupational standard and all of the pre-requisite gateway requirements for EPA have been met. This includes passing SQE1.

The EPA will determine the overall apprenticeship standard and grades of:

- fail
- pass

This apprenticeship has a statutory integrated EPA. The EPA will use the assessment arrangements in use for other entry routes into this occupation. Alignment of the statutory integrated EPA is permitted because the following criteria are met:

1. the occupation (profession) must be regulated by a statutory regulator that carries out a range of functions in relation to the occupations they regulate, including making sure individuals have the necessary qualifications and/or experience to practise the occupation and taking any necessary enforcement action and
2. the occupational standard and statutory integrated EPA meet the apprenticeship requirements.

EPA summary table

On-programme (typically 60-72 months)	Training to develop the occupation standards knowledge, skills and behaviours (aligned to the SRA's Statement of Solicitor Competence)
End-point assessment gateway	<ul style="list-style-type: none"> • Apprentice has met the knowledge, skills and behaviours. • Employer is satisfied the apprentice has consistently demonstrated they meet the KSBs of the occupational standard. • The apprentice must complete training towards English and maths qualifications in line with the apprenticeship funding rules. • Has passed SQE1
End-point assessment (which would typically take place within the last 12 months)	<p>The EPA starts once the apprentice has met all the pre-requisite gateway requirements for EPA.</p> <p>Once the EPA is completed the apprentice must apply to the SRA for admission to the Roll,</p> <p>The apprentice is not required to carry out any additional assessments. However, prior to admission as a solicitor, the apprentice will be required to complete a prior conduct and DBS check and meet the character and suitability requirements set out in the Character and Suitability Rules</p>
Professional recognition	The Solicitors Regulation Authority
Re-sits and re-takes	<ul style="list-style-type: none"> • Re-take and re-sit grade cap: pass • Re-sit timeframe: typically, 3-6months

Gateway

The EPA period should only start once the employer is satisfied that the apprentice is consistently working at or above the level set out in the occupational standard.

The apprentice must have completed the following gateway requirements prior to beginning their EPA:

- Complete training towards English and maths qualifications in line with the apprenticeship funding rules.
- Mandatory qualification: Solicitors Qualifying Examination 1 (SQE1)

EPA

The EPA is an assessment of competence against the SRA's Statement of Solicitor Competence in line with its statutory and regulatory obligations.

The apprentice must:

- Pass the Solicitors Qualifying Exam 2 (SQE2)

And

- Submit evidence of Qualifying Work Experience (QWE) in line with the SRA guidelines:

QWE MUST be gained in a job, role or experience that involves providing legal services. The Legal Services Act 2007 (s. 12) defines legal activity.

The job, role or experience must involve real life legal services provision rather than simulated legal services provision.

The apprentice must have been exposed to at least two competences in the Statement of Solicitor Competence.

The job, role or experience must have been carried out in no more than four organisations.

The job, role or experience must have been for at least two years' full time or equivalent.

The job, role or experience must be confirmed by a solicitor or Compliance Officer for Legal Practice (COLP).

<https://www.sra.org.uk/become-solicitor/sqe/qualifying-work-experience-candidates/>

The end-point assessment organisation will conduct the EPA.

Grading

Name of grade	Grade descriptor
Pass	Has met the Threshold Standard .
Fail	Has not met the Threshold Standard.

Roles and responsibilities

Role	Responsibility
Apprentice	As a minimum, the apprentice should: <ul style="list-style-type: none"> • complete the constituent parts of the programme successfully. • meet all apprenticeship gateway requirements. • understand the structure and requirements of the apprenticeship.
Training Provider	As a minimum, the training provider should: <ul style="list-style-type: none"> • work with the employer and support the apprentice during the off-the-job training to provide the opportunities to develop the KSBs as listed in the occupational standard. • conduct training covering the KSBs agreed as part of the Commitment Statement or the Individual Learning Plan. • monitor the apprentice's progress during any training provider led on-programme learning. • advise the employer, upon request, on the apprentice's readiness for EPA. • remain independent from the delivery of the EPA.
Employer	As a minimum, the employer should: <ul style="list-style-type: none"> • support the apprentice to achieve the KSBs outlined in the occupational standard. • determine when the apprentice is working at or above the level of occupational competence outlined in the occupational standard and has met all apprenticeship gateway requirements.
The EPAO	As a minimum the EPAO: <ul style="list-style-type: none"> • Must be authorised by the regulator Solicitors Regulation Authority (SRA)

	<ul style="list-style-type: none">• conform to the requirements of this EPA plan and deliver its requirements in a timely manner.• conform to the requirements of the register of end-point assessment organisations (RoEPAO).• conform to the requirements of the external quality assurance provider (EQAP) for this apprenticeship.• understand the occupational standard.• make the EPA contractual arrangements, including agreeing the price of the EPA.• appoint qualified and competent independent assessors in line with the requirements of this EPA plan to conduct assessments and oversee their working.• appoint administrators (and invigilators where required) to administer the EPA.• provide training for independent assessors in terms of good assessment practice, operating the assessment tools and grading.• provide information, advice, guidance and documentation to enable apprentices, employers and training providers to prepare for the EPA.• confirm all gateway requirements have been met as quickly as possible.• arrange for the EPA to take place, in consultation with the employer.• ensure that the apprentice has access to the required resources and liaise with the employer to agree this, if necessary, where the apprentice is not assessed in the workplace.• develop and provide assessment recording documentation to ensure a clear and auditable process is in place for providing assessment decisions and feedback to stakeholders.• have no direct connection with the apprentice, their employer or training provider in all instances; there must be no conflict of interest.• have policies and procedures for internal quality assurance (IQA) and maintain records of IQA activity and moderation for external quality assurance (EQA) purposes.• deliver induction training for independent assessors, and for invigilators and markers (where used).• undertake standardisation activity on this apprenticeship for an independent assessor before they conduct an EPA for the first time, if the EPA is updated and periodically (a minimum of annually)
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	<ul style="list-style-type: none"> • verify the identity of the apprentice. • use language in the development and delivery of the EPA that is appropriate to the level of the occupational standard.
Independent Assessor	<p>As a minimum, an independent assessor must:</p> <ul style="list-style-type: none"> • have the competence to assess the apprentice at the level of this apprenticeship and hold any required qualifications and experience in line with the requirements of the independent assessor as detailed in the IQA section of this EPA plan. • understand the occupational standard and the requirements of this EPA. • have, maintain and be able to evidence, up-to-date knowledge and expertise of the occupation. • deliver the end-point assessment in-line with this EPA plan. • comply with the IQA requirements of the EPAO. • have no direct connection or conflict of interest with the apprentice, their employer or training provider; in all instances; there must be no conflict of interest. • attend induction training. • attend standardisation events when they start working for the EPAO, before they conduct an EPA for the first time and a minimum of annually for this apprenticeship. • record and report assessment outcome decisions, for each apprentice, following instructions and using assessment recording documentation provided by the EPAO, in a timely manner.
Regulator	<p>As a minimum the regulator must:</p> <ul style="list-style-type: none"> • carry out a range of functions in relation to the occupations they regulate, including making sure individuals have the necessary qualifications and, or experience to practise the occupation and taking any necessary enforcement action. • issue a “license to practice” on successful completion of the “fit and proper person” application. • maintain a register of individuals admitted to the profession, and on which individuals need to be listed to be able to practice. • provide guidance of the level of competence apprentices need to attain to be added to the regulator’s register.

	<ul style="list-style-type: none"> inform IfATE of any upcoming changes to the regulator's requirements or assessment arrangements to enable a review of the statutory integrated apprenticeship.
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Internal Quality Assurance (IQA)

Internal quality assurance refers to how the EPAO ensures valid, consistent and reliable EPA decisions. The EPAO must adhere to the requirements within the roles and responsibilities section:

The EPAO must also:

- have quality assurance systems and procedures that ensure fair, reliable and consistent EPA regardless of employer, place, time or independent assessor.
- appoint independent assessors who are competent to deliver the EPA and who:
 - have recent relevant experience of the occupation or sector to at least occupational level 6 gained in the last 3 years or significant experience of the occupation or sector.
- operate induction training for anyone involved in the delivery or assessment of the EPA.
- provide training for independent assessors in good assessment practice, operating the assessment tools and making grading decisions.
- provide standardisation activity for this apprenticeship standard for all independent assessors:
 - before they conduct an EPA for the first time
 - if the EPA is updated
 - periodically as appropriate (every 6-8 weeks)
- conduct effective moderation of EPA decisions and grades.
- conduct appeals where required, according to the EPAO's appeals procedure, reviewing and making final decisions on EPA decisions and grades.
- have no direct connection with the apprentice, their employer or training provider.

Re-sits and re-takes

In line with the [SQE Assessment Regulations](#):

- If the apprentice fails SQE2 on their first attempt, they have 2 further attempts.
- An apprentice that has reached gateway must complete SQE2 within 6 years of their first attempt at SQE1. An apprentice has 3 attempts at SQE1.
- Resits are not permissible to improve a mark that has met the Threshold Standard.

Professional body recognition

Solicitors Regulation Authority

Reasonable adjustments

The EPAO must have in place clear and fair arrangements for making reasonable adjustments for this apprenticeship standard. This should include how an apprentice qualifies for reasonable adjustments and what reasonable adjustments will be made. The adjustments must maintain the validity, reliability and integrity of the assessment decisions outlined in this EPA plan.