

ST0912 Stained Glass Craftsperson Level 4 Assessment Plan

Introduction

This Apprenticeship Assessment Plan (AAP) sets out the requirements for the assessment of the level 4 stained glass craftsperson apprenticeship. It should be read in conjunction with the General Requirements for Apprenticeship Assessment. Where there is conflict between this AAP and the General Requirements, this AAP takes precedence. Assessment organisations must also comply with the relevant regulatory framework for apprenticeship assessment.

It is important that the assessment of apprentices is proportionate, valid, and provides reliable evidence of an apprentice's attainment of the relevant knowledge and skills. As such, assessment organisations must design assessments to ensure:

- employers have confidence that the apprentice has reached the expected performance standard
- apprentices are sufficiently secure in their knowledge and skills, so that they could demonstrate their competence in different contexts, for example, a different workplace

Assessment Outcomes

The assessment outcomes group and summarise the knowledge and skills that must be demonstrated in assessments. All assessment outcomes must be assessed.

Knowledge and skills statements in **bold** are mandatory and must be assessed in every version of the assessment that is made available.

Assessment Outcome	Mapping
AO1: Project Research, Context and Interpretation Collects, documents and applies research using relevant and credible sources, and considers the monetary, historical or cultural value and the wider architectural and historic context within the working process.	K4, K5 , K6 S3
AO2: Design Development and Technical Drawing Preparation Prepares drawings, cartoons and rubbings using measurements and templates, and uses appropriate methods to inform designs and reproduce original designs.	K8 S5 , S6

Assessment Outcome	Mapping
AO3: Site Assessment, Measurement and Documentation Collects information during site visits, measures openings, produces templates, and documents positioning, condition, damage and previous repairs.	K7, K10 S4, S7
AO4: Glass Handling, Preparation and Fabrication Processes Selects, handles and stores materials, cuts and shapes materials, and undertakes construction and joining processes using appropriate tools and materials.	K11, K12, K13, K14 , K15, K16 , K17 S9, S10, S11 , S13, S14, S15
AO5: Assembly, Installation and Environmental Protection Dismantles and assembles glass panels without damage, applies waterproofing procedures, and meets building, environmental and security requirements within an architectural context.	K9, K18, K19 S8, S12
AO6: Health, Safety, Regulation and Professional Communication Applies health and safety requirements, follows risk assessment method statements and legislation, and communicates information to staff, clients and external stakeholders.	K1 , K2, K3 S1, S2

Assessment requirements

Assessment organisations must set apprenticeship assessments. Assessment organisations should consider how technology and digital tools can support innovation and efficiency.

Assessment organisations must design apprenticeship assessments to include a professional discussion.

Any additional assessment, or assessments, must be selected from the following list of methods, to ensure the assessment outcomes are met in full. Assessments available in the list may be used more than once:

- **presentation**
- **project**
- **portfolio**
- **question and answer**
- **observation**
- **additional professional discussion**

Apprentices may be assessed at any appropriate point during their apprenticeship programme.

Assessments may be designed to allow a centre or training provider to mark assessments. The assessment organisation is responsible for ensuring all assessments are sufficiently reliable and valid, and for the accuracy of any centre or training provider marking.

Performance descriptors

Performance descriptors describe the level of performance required to achieve a pass or distinction grade. Assessment organisations must design assessments that align with these descriptions.

Performance Category	Pass	Distinction
Applied Knowledge	Applies sound application of theoretical and technical stained glass craft knowledge in a broad range of complex or technical work activities, performed in a variety of contexts.	Applies precise application of theoretical and technical stained glass craft knowledge in a broad range of complex or technical work activities, performed in a variety of contexts.
Applied Skills	Selects and applies practical stained glass craft skills consistently in a broad range of complex or technical work activities, performed in a variety of contexts. Solves complex and non-routine stained glass craft problems which are normally fairly well defined, with sound reasoning.	Adapts and applies practical stained glass craft skills with flexibility and operational fluency in a broad range of complex or technical work activities, performed in a variety of contexts. Solves complex and non-routine stained glass craft problems which are normally fairly well defined, to improve outcomes.
Regulatory and Procedural Awareness	Analyses and interprets health, safety and	Applies evaluation of health, safety and

	environmental legislation, regulation, and organisational procedures relevant to stained glass craft, with sound judgement.	environmental legislation, regulation, and organisational procedures relevant to stained glass craft, with insight and complexity.
Communication and Collaboration	Communicates clearly and collaborates effectively with colleagues and stakeholders, adapting communication approaches to meet different needs or contexts. Contributes effectively to team working for a responsive service delivery.	Communicates confidently with colleagues and stakeholders, tailoring communication approaches effectively for different needs or contexts. Actively supports team working for an improved service delivery.
Information Use and Decision Making	Analyses and interprets stained glass craft information from diverse sources relevant to the role, making well supported conclusions with sound reasoning.	Applies evaluation of stained glass craft information from diverse sources relevant to the role, making informed conclusions, providing insightful justification for decisions that improve outcomes.
Responsibility and Autonomy	Takes responsibility for courses of action, including where relevant, taking responsibility for the work of others and allocation of resources. Exercises responsibility, autonomy and judgement within broad but generally well-defined parameters in stained glass craft.	Proactively takes responsibility for courses of action, with confident autonomy and sound judgement within broad but generally well-defined parameters in stained glass craft.