



Draft Preview

DRAFT APPRENTICESHIP ASSESSMENT PLAN FOR THE COSTUME TECHNICIAN - STAGE AND SCREEN APPRENTICESHIP ST0783/V2

APPRENTICESHIP REFERENCE NUMBER	LEVEL OF THIS APPRENTICESHIP	INTEGRATION
ST0783	3	None

Assessment Plan

Assessment details

Introduction

This Apprenticeship Assessment Plan (AAP) sets out the requirements for the assessment of the Level 3 costume technician - stage and screen 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
<p>AO1: Contributes to wardrobe department management and production planning</p> <p>Follows departmental hierarchy to assist with production planning and co-ordination of costume requirements for a performance or production. Uses relevant IT systems and software to create and maintain production and planning documentation.</p>	<p>K1, K2, K9, K11, K16</p> <p>S7</p>
<p>AO2: Costume preparation for production</p> <p>Contributes to the logistics of wardrobe department management and prepares costumes and documentation for performance to support readiness and smooth process operations.</p>	<p>K17, K18*</p> <p>S3, S5, S8, S9, S20</p>
<p>AO3: Costume & Wardrobe operations and maintenance</p> <p>Fits, alters, maintains, and repairs costumes and accessories, using sewing, laundry and storage techniques following safety protocols and design requirements.</p>	<p>K12, K13, K14, K15</p> <p>S4, S6, S15, S16, S17, S19 S21, S23</p>
<p>AO4: Dressing protocols to support performance</p> <p>Follows dressing protocols and quick-change procedures where appropriate during the production process. Supports performers and manages self and dressing spaces effectively while ensuring correct and consistent appearance of costume for performance. Uses appropriate language, responds flexibly to changes and handles costumes according to professional practice and health and safety requirements.</p>	<p>K10, K19</p> <p>S8, S9, S10, S13, S14</p>
<p>AO5: Compliance, Safety and Wellbeing Applies health and safety, safeguarding, data protection, and sustainability practices across production phases, acting within organisational procedures and escalating concerns appropriately.</p>	<p>K4, K5, K6, K7, K8</p> <p>S1, S2, S18</p>
<p>AO6: Collaborative and professional communication</p> <p>Uses appropriate industry terminology and verbal communication in work settings in order to contribute to effective collaborative working.</p>	<p>K3*</p> <p>S11, S12</p>

(*) Knowledge and skills statements which offer opportunities to develop functional English and maths are identified with an asterisk.

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 at least one **simulated task**.

Any additional assessment(s) must be selected from the following list of methods to ensure the assessment outcomes are met in full:

- **Professional discussion**
- **Portfolio**
- **Observation**
- **Presentation**
- **Question and answer**
- **Additional simulated tasks**

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	Demonstrates sound knowledge of costume performance tasks, procedures and production processes across routine and non-routine work contexts.	Applies an in depth understanding of costume performance knowledge and tasks and explains them accurately with discernment and skill in familiar but sometimes complex work contexts.
Applied Skills	Identifies and applies appropriate costume technician skills, methods and procedures to complete tasks and address challenges with a reasonable degree of autonomy and effectiveness, operating within accepted production expectations.	Integrates appropriate costume technician skills, methods, and procedures proactively and resourcefully with minimal oversight, ensuring effective task completion while adapting confidently to familiar but sometimes complex work contexts.
Regulatory and Procedural Awareness	Applies legislation, regulation, and industry guidance relevant to costume technician practice without error. Works with some depth of insight and adaptability, maintaining compliance across familiar but sometimes complex work contexts.	Demonstrates refined judgement in interpreting legislation, regulations, and industry guidance for costume technician practice, confidently navigating nuanced issues within accepted parameters and ensuring reliability and compliance across familiar but sometimes complex work contexts.
Communication and Collaboration	Participates effectively in team environments and demonstrates positive collaborative communication that	Proactive and adapts confidently to different audiences and team dynamics in numerous settings, taking initiative in

	supports production requirements and daily operations in familiar but sometimes complex work contexts.	interactions and responding resourcefully with a reasonable degree of autonomy.
Information Use and Decision Making	Accurately interprets relevant production and costume information from a variety of sources to support problem solving in familiar but sometimes complex work contexts, acting within set parameters.	Evaluates diverse and sometimes conflicting production and costume information sources with insight, drawing informed conclusions and taking initiative to improve task outcomes or efficiency in familiar but sometimes complex work contexts, operating within set parameters.
Responsibility and Autonomy	Takes responsibility for initiating and completing costume technician tasks within accepted standards and, where relevant, contributes to guiding or supporting others with a reasonable degree of autonomy.	Pre-empts the need for tasks to be undertaken demonstrating accountability and responsiveness to priorities or risks. Contributes constructively to achieve team outcomes with minimal oversight and a large degree of autonomy.

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