

Centre Number: 63791
Centre Name: 1ST 2 ACHIEVE
SV Number: 901969
SV Name: MR J JOHNSON
Sampling Method: Visit
Visit/Sampling Date: 28/02/11
Duration of visit/sampling (hours): 3
Number of assessment sites: 2
Assessment site visited: HQ

Records required prior to the sampling were forwarded to SV by the centre as specified in the VRP: Yes

Programmes

Programme Number	Level	Programme Name	Visit No.	No. of Candidates					Outcome	Direct Claim Status
				Registered	Active	Sampled	Interviewed	Observed		
Q5000085	2	SPORT, RECREATION AND ALLIED OCCUPATIONS: ACTIVITY LEADERSHIP	1	20	12	4	NO	NO	Certification Released	YES
Q7000997	2	ACTIVITY LEADERSHIP (LEVEL 2 NVQ CERTIFICATE)	1	1	1	1	NO	NO	Certification Released	YES

Sampling Assessment Decisions

Programme: Q5000085	Unit Sampled: All	Candidate Name: Lucy Deadman	Assessor Name: Georgia Massey
Source of Evidence			
Observation: YES	Work based: YES	Product: YES	Witness testimony: YES
Simulation: NO	Professional discussion: NO	Expert Witness: NO	Questions: YES
Others: NO			
Is the evidence (VARCS): Valid? YES	Authentic? YES	Current? YES	Reliable? YES Sufficient? YES
Internal Verifier			
Has this been sampled by the Internal Verifier?		Date: 15/11/10	
Is IV accredited? YES	If 'No', has the sample been validated?		
Is there an IV report on file YES			
Assessment			
Is the assessor accredited? YES	If 'No', has the assessment decision been validated?		
Is there an assessor report on file? YES	Final Assessment Date:		
Assessment decision confirmed? YES			
Programme: Q5000085	Unit Sampled: All	Candidate Name: Alistair Nicolson	Assessor Name: Georgia Massey
Source of Evidence			
Observation: YES	Work based: YES	Product: YES	Witness testimony: YES
Simulation: NO	Professional discussion: YES	Expert Witness: NO	Questions: YES
Others: NO			
Is the evidence (VARCS): Valid? YES	Authentic? YES	Current? YES	Reliable? YES Sufficient? YES
Internal Verifier			
Has this been sampled by the Internal Verifier?		Date:	
Is IV accredited? YES	If 'No', has the sample been validated?		
Is there an IV report on file YES			
Assessment			
Is the assessor accredited? YES	If 'No', has the assessment decision been validated?		
Is there an assessor report on file? YES	Final Assessment Date:		
Assessment decision confirmed? YES			
Programme: Q5000085	Unit Sampled: All	Candidate Name: Jamie McDougal	Assessor Name: Georgia Massey
Source of Evidence			
Observation: YES	Work based: YES	Product: YES	Witness testimony: YES
Simulation: NO	Professional discussion: NO	Expert Witness: YES	Questions: YES
Others: NO			
Is the evidence (VARCS): Valid? YES	Authentic? YES	Current? YES	Reliable? YES Sufficient? YES
Internal Verifier			
Has this been sampled by the Internal Verifier?		Date: 10/10/10	
Is IV accredited? YES	If 'No', has the sample been validated?		
Is there an IV report on file YES			
Assessment			
Is the assessor accredited? YES	If 'No', has the assessment decision been validated?		
Is there an assessor report on file? YES	Final Assessment Date:		
Assessment decision confirmed? YES			

Programme:	Unit Sampled:	Candidate Name:	Assessor Name:
Q5000085	All	Rhys Baggs	Georgia Massey
Source of Evidence			
Observation:	YES	Work based:	YES
Simulation:	NO	Professional discussion:	NO
Others:	NO	Product:	YES
Expert Witness:	NO	Witness testimony:	YES
Questions:	YES	Is the evidence (VARCS): Valid?	YES
Authentic?	YES	Current?	YES
Reliable?	YES	Sufficient?	YES
Internal Verifier			
Has this been sampled by the Internal Verifier?		Date: 10/10/10	
Is IV accredited?	YES	If 'No', has the sample been validated?	
Is there an IV report on file	YES		
Assessment			
Is the assessor accredited?		YES If 'No', has the assessment decision been validated?	
Is there an assessor report on file?		YES Final Assessment Date:	
Assessment decision confirmed?		YES	
Programme:	Unit Sampled:	Candidate Name:	Assessor Name:
Q7000997	All	Katie Rose Smith	Georgia Massey
Source of Evidence			
Observation:	YES	Work based:	YES
Simulation:	NO	Professional discussion:	NO
Others:	NO	Product:	YES
Expert Witness:	NO	Witness testimony:	YES
Questions:	YES	Is the evidence (VARCS): Valid?	YES
Authentic?	YES	Current?	YES
Reliable?	YES	Sufficient?	YES
Internal Verifier			
Has this been sampled by the Internal Verifier?		Date: 15/11/10	
Is IV accredited?	YES	If 'No', has the sample been validated?	
Is there an IV report on file	YES		
Assessment			
Is the assessor accredited?		YES If 'No', has the assessment decision been validated?	
Is there an assessor report on file?		YES Final Assessment Date:	
Assessment decision confirmed?		YES	

Recognition and Assessment Criteria

	Criterion	Outcome	Yes/ No
CR	CENTRE RECOGNITION CRITERIA		
CR1	There are sufficient competent and qualified assessors - as specified within the overarching assessment strategy for the sector* - to support the assessment of units and the programme		Y
CR2	There are sufficient competent and qualified internal verifiers - as specified within the overarching assessment strategy for the sector** - to support the assessment of units and the programme		Y
CR3	A system of professional updating explicitly linked to individual development plans is maintained for all assessors and internal verifiers		Y
CR4	Resource requirements for the effective delivery of the programme are accurately identified in relation to the specific qualification		Y
CR5	The identified resource requirements for the effective delivery of the programme are sufficient and accessible to all learners		Y
CR6	The centre ensures that equipment and facilities comply with relevant safeguarding, health and safety and other regulatory requirements		Y
CR7	The centre provides Edexcel with access to premises, people and records, and to cooperate with Edexcel monitoring activities		Y
CR8	Changes to programme personnel are notified to Edexcel		Y
LS	LEARNER SUPPORT		
LS1	Information, advice and guidance about qualification procedures and practices is provided to learners and potential learners		Y
LS2	Learners' previous experience and development needs are matched against the requirements of the award and individual development/action plans are established		Y
LS3	Where appropriate, literacy, numeracy & I.T. skills are evaluated and support agreed with learners		Y
LS4	Roles and responsibilities (including health and safety) of the learner and others involved in the process are explained		Y
LS5	Learners receive regular, ongoing guidance and support suited to their needs		Y
LS6	Individual assessment requirements of learners are identified and met where possible		Y
LS7	There is a documented appeals process which meets Edexcel's requirements and which is explained to learners		Y
LS8	Access to unit certification is explained and available to learners		Y
AV	ASSESSMENT AND VERIFICATION		
AV1	Assessment is carried out by occupationally competent and qualified staff, as specified within the overarching assessment strategy for the qualification		Y
AV2	All decisions of unqualified assessors are validated by qualified, occupationally competent Assessors		Y
AV3	Assessment tools are suited to the NVQ and capture evidence effectively and efficiently		Y
AV4	Assessment is planned effectively to make best use of naturally occurring evidence opportunities		Y
AV5	Assessment is undertaken on an holistic rather than piecemeal basis		Y
AV6	Performance evidence from the learner's own working environment is the predominant source of evidence		Y
AV7	The range of methods used ensures equality of access to assessment for all learners		Y
AV8	The IV strategy sets out a clear and feasible rationale for sampling assessment decisions and assessment practice		Y
AV9	Assessment practice and decisions are systematically sampled and recorded		Y
AV10	Validation of summative assessment decisions is completed by qualified Internal Verifiers		Y
AV11	Results of sampling are acted upon and feedback given		Y
AV12	The IV system is used pro-actively to improve assessment practice		Y
AV13	Training and development is carried out to address identified needs of assessors and internal verifiers		Y
AV14	The effectiveness of the internal verification strategy is regularly reviewed against national requirements including the JAB guide		Y
R	RECORDS		
R1	Records of assessment and internal verification are made available for the purposes of auditing		Y
R2	Records of assessment and internal verification activity are maintained in line with Edexcel requirements		Y
R3	A mechanism is in place to ensure that the centre's achievements are monitored and reviewed and used to inform future centre qualification developmental activity		Y
R4	Learner, employer and other feedback is used to evaluate the quality and effectiveness of qualification provision against the centre's stated aims and policies, leading to continuous improvement		Y
R5	A mechanism is in place to ensure that actions identified by external verification visits are disseminated to appropriate staff and corrective measures are implemented		Y
R6	Learner achievement and assessment outcomes are monitored and reviewed in relation to the centre's equal opportunities policy		Y
DP	SIGNIFICANT FAILINGS IN DELIVERY OF PROGRAMME(S)		
DP1	Assessment process disadvantages learners		N
DP2	Assessment decisions are unfair		N
DP3	No qualified internal verifier		N
DP4	Assessment does not meet national standards		N
DP5	The centre fails to provide access to requested records, information, learners and staff		N
DP6	Assessed evidence is not the authentic work of learners		N

DP7	Records of assessment show serious anomalies		N
DP8	Certification claims made before all the requirements of assessment are satisfied		N
DP9	Previously agreed corrective measures relating to 'Action Points' are not implemented		N
DP10	Previously agreed corrective measures relating to suspension of DCS are not implemented		N

Programmes

Prog No	Level	Programme Name	Verification Outcome	Override	Yes/No	Certification Override
Q5000085	2	SPORT, RECREATION AND ALLIED OCCUPATIONS: ACTIVITY LEADERSHIP	Certification Released		YES	
Q7000997	2	ACTIVITY LEADERSHIP (LEVEL 2 NVQ CERTIFICATE)	Certification Released		YES	

Actions for centre

Criterion Reference	Action	Target Date
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Action points from previous report(s)

Criterion Reference	Action	Target Date
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Actions needed by Standards Verifier

Action	Target Date
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Additional Comments

Centre Recognition Criteria:

Compliance throughout

Learner Support:

Learner support is excellent.

Assessment and Verification:

Apart from two learners, all of the learners are instructors at the Pioneer Centre in Cleobury Mortimer in Shropshire, which is a Christian outdoor pursuit centre. They both live and work there.

Excellent assessment practice. All assessments are holistic, across all units, incorporating both video and photographic evidence and because of the excellent working relationship which has been developed with the assessment centre, assessment is consistent and ongoing.

The learners are all instructors at the Pioneer Centre in Cleobury Mortimer in Shropshire which is a Christian outdoor pursuit centre. They both live and work there.

The centre is well managed and incorporates electronic portfolios based upon a system which was developed by Georgia Massey which is impressive and first class.

Significant Failings In Delivery Of Programme(s)

There are no significant failings evident in the delivery and assessment of these programmes.

Centre Personnel:

An additional assessor/IV has joined the programme, Lee Chapman. Lee is currently awaiting his V1 Verifier qualification certificate. In the meantime Kevin continues to countersign his decisions.

Areas of good practice:

Excellent assessment practice. All assessments are holistic, across all units, incorporating both video and photographic evidence and because of the excellent working relationship which has been developed with the assessment centre, assessment is consistent and ongoing.

Candidate support review completed: N

At the centre, action points were discussed and agreed with...

Name: Georgia Massey

Position: Managing Director

Staff seen on visit:

Georgia Massey: Assessor and programme manager

Candidates for Limited Certification

Prog No	Level	Programme Name	Reg No	Learner Name
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