

# Focus Awards Level 3 Certificate in Assessing Vocational Achievement (RQF) Classroom Learning

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15	Course Credits
150	Total Qualification Time
84	Guided Learning Hours

## Overview

Level 3 Certificate in Assessing Vocational Achievement (previously known as A1 assessor course) is perfect for those wishing to assess learners' competence for accredited courses. The A1 assessor course is an industry-standard qualification. Before the A1 assessor course, if you wanted to train to become an assessor, you would complete the D32 and D33 units. Later, these D units were replaced by the A1 Assessor Awards. Finally, the A1 qualification was replaced by the current suite of qualifications, which are commonly referred to as TAQA training (Training Assessment and Quality Assurance) Qualifications.

Most training centres would expect you to have a CAVA assessor qualification before you start assessing qualifications in the FE and HE sectors. This Level 3 CAVA course equips learners with the skills required to assess vocational skills and knowledge in any workplace or classroom environment, regardless of their subject expertise, therefore, you are not required to have any prior qualification or experience to start this Level 3 CAVA course. This course is accredited by UK OFQUAL and delivered in a classroom setting.

## Scope of this Qualification

This level 3 CAVA course is suitable to **become an NVQ assessor** for the industry sectors such as Hairdressing, Beauty Industry & Make Up, Engineering, Manufacturing & Construction, Early years, NHS training, Child & Health Care, Business Administration & Management, Hospitality & Catering, Oil & Gas Field, Private Security, Apprenticeships, Health & Social Care, Educational Sectors and Freelance Assessor etc.

## Duration and Delivery

Level 3 Certificate in Assessing Vocational Achievement course will be delivered over 3 days. Starting from Unit 1, learners will be given a thorough overview of key assessment aspects: functions, types, principles, assessor responsibilities, legislation, quality assurance, feedback, and CPD value. They will also be given an in-depth analysis of assessment methods, how to assess via various assessment methods, and make an assessment decision using a quiz activity accordingly.

In the next session, in Unit 2, the learners will be educated on planning the assessments for occupational competence in the work environment, followed by several activities like practicing professional discussion, direct observation, and other assessment methods. Learners will also be able to know how to record assessment decisions and write reflective accounts.

In the last session, with the introduction of Unit 3 and the assessment plan, learners will attain proficiency in assessing vocational skills, knowledge, and understanding within a vocational setting. Learners will also receive a thorough understanding of recording assessment decisions and writing reflective accounts, followed by a quiz.

## Assessment and Verification

Upon the completion of classes, learners are required to submit their assignments for all three units on our Virtual Learning Environment (Moodle) within one month. Learners will be assessed by observing them assess a candidate within their assessment area. Additionally, they will be assessed through a portfolio of evidence generated using various assessment methods.

All units within this assessor qualification are internally assessed by our qualified assessors and externally verified by the awarding organisation. The assessment takes the form of written assignments and demonstration of assessment skills through video recording, detailed guidance for which will be provided by the tutor.

## Practical Requirements

Unit 2 and 3 are practical, and expect that you will assess two learners studying for a course that is work based and studying for a course that is mostly theoretical in nature, respectively.

## Progression

Successful completion of this accredited course enables learners to proceed to the following:

- Focus Awards Level 4 Certificate in Leading the IQA of Assessment Processes and Practices
- Focus Awards Level 4 Certificate in Education and Training.
- Focus Awards Level 4 Award in the Internal Quality Assurance of Assessment Processes and Practices (RQF)

This level 3 assessor course will also help you enhance your career profile and become an assessor. This A1 assessor course is the most thorough level 3 assessing qualification and would allow you to assess NVQ apprenticeship assessor courses and any other regulated training in your subject area.

## Entry Requirements

Learners should:

- Be aged 19 or over.
- Have a satisfactory level of Literacy and Numeracy skills.
- Have access to at least two learners on accredited courses to assess each unit.

## Unit Structure

**Unit 1:** Understanding the principles and practices of assessment

**Unit 2:** Assess occupational competence in the work environment

**Unit 3:** Assess vocational skills, knowledge and understanding

