

Health and Social Care and Children's Care, Play, Learning and Development Core Qualifications

H&SC and CCPLD Core Qualifications Adaptations Update

To recognise the ongoing challenges some centres may be experiencing, the current adaptations for the Core qualifications as outlined below are extended for all learners who are in learning or started their learning up to 31 March 2022 and are due to complete their qualification before 31 December 2022.

All learners commencing their learning after the 31 March 2022 will complete the full assessment strategy.

All learners who have not completed their before 31 December 2022 will be required to complete the full assessment strategy.

• **Candidates completing the [Children's Care, Play, Learning and Development Core](#) or [Health and Social Care Core \(Single Pathway\)](#) must successfully complete one internal assessment and the MCQ test**

Or in exceptional circumstances only, successfully complete two internal assessments

• **Candidates completing the [Health and Social Care Core \(Combined Pathway\)](#) must successfully complete two internal assessments (190 and 193) and the MCQ test**

Or in exceptional circumstances only, successfully complete three internal assessments including 190 and 193.

Centres should plan their assessments to ensure that there is sufficient time for learners to resit the assessment (if required) prior to 31 December 2022

In order to protect the validity and integrity of the qualification for the long term, centres will be expected to confirm that learners have completed teaching and learning across the full content of the qualification.

[External Quality Assurance \(EQA\) Centre management of the above process will be subject to external quality assurance.](#)

During the EQA process, centres will provide:

1. A declaration that the full content of the qualification has been delivered to learners availing of the adaptation
2. Evidence that learners have met the required date range of the adaptation
3. Evidence of the process by which the learner had demonstrated readiness for assessment for the whole qualification.

Exceptional Circumstances

Exceptional circumstances relate **ONLY** to situations that prevent a learner from completing assessments caused by disruption resulting from national and/or localised Covid-19 restrictions, for example:

1. The learner is unable to access the providers or employers' premises
2. The provider is unable to provide a suitable environment for the purposes of assessment, as detailed in the qualification specification.

Managing the assessment process

Centres are expected to carry out assessment in line with the requirements published in the qualification specifications and assessment materials. This includes ensuring that all controlled conditions are met.

Assessments have been designed so that they can be taken individually or all at the same time.

Centres have flexibility regarding their delivery models and timetabling of assessments. Where it is not possible to conduct assessment in line with the requirements of the specification, e.g. due to centre closure or the learner being unable to attend, the centre should consider rescheduling the assessment for a later date when controlled conditions can be followed.

When deciding whether to delay assessment, centres must consider:

- the impact this may have on the learner career progression and employer expectations, being mindful that access to employer workplaces and centres may not be possible
- the appropriateness of the length of the delay. In most cases it is expected that assessments would not be delayed for longer than 4 calendar months (1 term).

The learner, assessor, IQA and employer (if applicable) must agree that this is the best option. A robust audit trail of the decision-making process and associated IQA records must be available for the EQA activity.

In the following circumstances, centres can apply to adapt internal assessments so that the learner and assessor can complete the internal assessment verbally:

- the centre is closed for longer than four months
- the learner needs to complete the qualification in order to progress e.g. within a programme of study, an apprenticeship or within employment
- the learner is unable to undertake the assessment in line with the normal arrangements outlined in the specification e.g. due to self-quarantine.

In all instances where the centre needs to use verbal assessment they must apply to the relevant Awarding Body in order to gain authorisation.

HSC Core: Please submit the completed form to hclw.quality@cityandguilds.com

CCPLD Core: Please submit the completed form to ccpld@wjec.co.uk

This application must be submitted at least a week before the assessment being conducted.

Applications will be considered on a case-by-case basis ensuring that decisions are taken consistently and fairly.

The application process is outlined below:

- the centre submits their request to the Awarding Body, outlining the reasons why adaption is the most appropriate option for this learner. The request must be agreed by both the assessor and IQA linked to learner
- the Awarding Body reviews the request and provides the centre with a decision within 5 working days
- if approved, the centre can progress with planning and conducting the assessment.

Verbal assessment must be conducted in line with the following arrangements:

- following a positive outcome to the readiness to assessment process, the assessor will share the case study with the learner using a secure platform, ensuring that the learner understands that they must not share the case study with anyone else
- the question papers must not be shared with learners at any point during the assessment process.

Assessment questions must only be shared verbally with the learner and only during the agreed assessment activity

- the centre can decide on a suitable video recording platform to capture the verbal question and answer. In order to maintain confidentiality of the question bank, the platform used must be reliable, secure and able to safely store the recording of the internal assessment (e.g. Teams, Zoom, Google Hangout)
- learners are not permitted to record any aspect of the assessment process.
- prior to the assessment day, the centre must test the equipment to be used with both the learner and assessor. This process must be recorded and made available to the Awarding Body on request
- on the day of the assessment, but prior to the assessment starting, the assessor must take steps to ensure that the learner's environment meets conditions for controlled assessment and authenticity, including validation of the learner's identity and taking steps to reduce the risk of plagiarism and copying during the assessment process. This process should be recorded and made available to the Awarding Body on request
- the learner may refer to 2 pages of A4 notes during assessment.

For the purposes of authentication the notes must be shared with the assessor:

- Prior to the day of the assessment – the assessor must check that the notes meet the requirements outlined in the qualification specification
- On the day of assessment – the assessor must ensure that the notes have not been amended
- The learner should be discouraged from the use of double sided A4 notes and encouraged to use 2 separate A4 pages
- the assessor must continuously monitor the environment during the assessment and

must stop the assessment if any malpractice is identified. The full formal assessment process must be recorded

- learners should be advised that the assessor can take steps to continuously monitor the assessment environment throughout the duration of the assessment period
- the centre's IQA strategy must include information on how the centre will quality assure assessment that is completed using any of the permitted adaptations
- records of recordings must be shared with the Awarding Body upon request.

External quality assurance activity

The external quality assurance activity will confirm that assessment and internal quality assurance has been conducted in line with the qualification specification and/or the adaptation outlined above. Where the adaptation has been applied, the EQA will check that this was approved by the Awarding Body prior to the assessment being undertaken.

In addition, the EQA activity will:

- quality assure and confirm that the learners being certificated, using the adaptation outlined above, meet the required registration/entry and completion dates
- review learners where assessment has been delayed to ensure that this was the most appropriate option for the learner
- include sampling of records related to adapted assessment.

Monitoring of any ongoing impact resulting from Covid-19 restrictions

The Consortium will continue to monitor and review any ongoing Covid-19 restrictions and their potential to disrupt learner access to assessment.