## **NFEC REGIONAL SEMINAR – North West**

**Friday 3rd March 2017**

**Preston College**

There is a separate attendance list available.

1. Welcome and Introduction to the seminar

Steve McAloone, as NFEC chair, welcomed everyone to the seminar on behalf of NFEC. Scott Cubitt, welcomed the seminar to Preston College. Introductions of attendees was made.

1. The Composites Technician Trailblazer Apprenticeship – an opportunity

Brian Thornton introduced this subject and his slides are available separately. The Trailblazer initiative has given the opportunity for a specific composites apprenticeship. It is Industry led with Rolls Royce being the lead and Dean Jones from Roll-Royce as Chair. Filton site is going to be the composites hub, hence the Rolls Royce interest in becoming the lead. Other SMEs and large companies are involved in the steering group and it is all supported by the National Composites Centre (NCC). They are not trying to reinvent the wheel so are replicating and changing accordingly. It is going to be a 36-48 month programme based on a level 3 technical certificate. There will be 8 mandatory units, mainly incorporating materials, defects, design and processes. There is a minimum of 2 optional units from a choice of 11 alternatives. Unit 8 will be the end point assessment project. Other choice units will be added over time. Pearson will supply the Tech Cert as a BTEC level 3 and EAL will create the composites levels 2 and 3 NVQ qualifications. Work started in March 2015 but the assessment plan is now unconditionally approved with full level funding being available and registrations can now begin. At the end the learners will be Eng Tech ready.

All types of industries including construction, rail, automotive and aerospace are now using composites and there needs to be much more specialized delivery, especially at Catapult type centres but with the involvement of colleges. There is significant growth in the manufacture of composite parts / material across all sectors with manufacturing and material suppliers throughout the country. There are pockets within the country where there is little delivery in composites engineering, including the North West. Composites UK will help colleges find out which companies require training and the programme is about to be promoted to companies. There is an opportunity for FE to get involved. The National Composites Centre, NCC, will provide a train the trainer programme as it was foreseen this would be a difficult subject for many colleges to deliver technically. It will allow someone to deliver the underpinning knowledge of the 8 mandatory units. It is an 8 day programme either at Bristol or it could be delivered at one of the 5 regional centres, which would probably be at Burnley College as part of the North West. There can be flexible delivery of 8 x 1 days or 4 x 2 days or 2 x 4 days. Costs are still to be confirmed. There will also be supported delivery with the NCC. They are looking for student starts from 2017. A separate level 2 qualification will be developed based on reduced content of the level 3. A clean room would be required at a college delivering this but it is mainly classroom based. Specialist units are probably going to be taught in large companies using specialist staff. Delivery patterns of the apprenticeships is probably based on full time delivery but it can be completed on block release.

If anyone is interested, please contact Brian on Brian.Thornton@nccuk.com or 07770 633488 or 0117 3320360. He is willing to come into colleges to meet with Senior Management Teams to discuss the project opportunities.

1. Demonstration by One File of software and app which can be used on and offline to record training as essentially an eportfolio

Anne Stott, One File, presented this software and app to the seminar. She showed a film clip of before and after using a One File. It is a Virtual Learning Environment with 8500 courses available and can be used on and offline to record training as essentially an eportfolio. Its’ purpose is to replace a paper folder for both students and assessors. It will catch assessment time as part of planning, assessing and reviewing. It is able to track and manage reviews, assessments and observations and link to a green/red system if they are on track or are behind. Free webinars are available to those using OneFile. Anne demonstrated how to use the system as an assessor, based on a bank of available qualifications or having the ability to build your own in. Skype can be used. Information can be synced when internet is available to a live system. There is a facility to receive learner work and to send work out to learners. Files are available covering information and options for teaching, learning and assessment plan, unit summaries, assessments, reviews, cancellations and witness statements including from employers. All elements can be covered including the technical certificate and functional skills. There are dyslexia and colour settings available for learners with disabilities. It is possible to take photos and videos, import photos, word documents and videos even when the internet is not available. Feedback and comments can be sent to a learner’s account and there is provision of electronic signatories for assessor and learner. An Assessment Plan can be written for individuals as well as for groups of learners. There is a register system as well as a reporting facility. OneFile will allow bookings of appointments and will email learners 24hours earlier to remind them. The number of cancellations can also be tracked. Gap analysis can be applied so that employers can be involved in setting up appropriate tasks. Tasks can be sent to learners either as activities or an assessment with staged date introductions being able to be set up. Learners can answer the tasks directly and save and quit with partially completed work. Storage and back up is the responsibility of OneFile. The app Nomad was demonstrated on a tablet allowing assessors and learners to work whilst out on the road without internet connection. Voice recordings can also be made for taking evidence and for giving feedback to the candidate. The system can be modified to support bespoke centres (especially big levy paying companies) and aligned with their learners and to the new standards. It is possible to use OneFile for quality verification work. Preston College have used the system for 3 years and have also now transferred using the system for full time students as well.

Anne can be contacted on 07833 581297 or email [AStott@onefile.co.uk](mailto:AStott@onefile.co.uk)

1. Update from North West Training Council on the delivery of a Trailblazer

Shane described their journey with the Mechatronic Trailblazer with JLR. NWTC now have 395 Engineering apprentices in total. They are in their 3rd year with the Trailblazer apprenticeship but have also started with tool and die apprentices although this is not officially in place and no funding has been available since September 2016. Employers do own the qualification and will push the process. Don’t underestimate the effort required for behaviours with both staff and apprentices. They are currently using an Engineering Maintenance diploma but they will be using the extended diploma from September which will give a 3 year FE programme. This means that the employers can claim more levy funding through the levy criteria with an extended diploma rather than a HNC which does not attract the levy funding.

Foundation units are like PEO units but have trebled in size. There are 10 mandatory units at level 2 but JLR wanted 16 units so this makes around 16 to 18 months off the job training. Warwickshire College do this training over a 2 year academic period whilst EEF do 12 months in a block and then carry out short periods with the apprentices to complete the rest whilst the rest of the time the apprentices are with their employer. This Mechatronics qualification is just for JLR at the moment but others are going to take it up eg Toyota, BMW, Vauxhall. Business Improvement Techniques (BIT) are also part of the skills required. The taught units include mechatronics, manufacturing and maintenance and so the cost of required equipment provision has been high.

The more technical units such as PLC and robotics are being done in the second year of the foundation phase. The Gateway process is a 2 day event, with one assessor to 4 students and their practical assessment is based on 3 units (PLC, electrical wiring and mechanical maintenance) as well as H&S, behaviours and working to processes also being included in the Gateway. They have worked with the EEF on the development of this assessment. Separate resources and tests are required for the Gateway assessment. Learners should be ready for this or it is recommended that they are not entered into the Gateway assessment process. At some point failures will happen, but at the moment they have not had any. You can retake for maximum of 3 times. It is possible to fail this and then carry on to next stage but recognition of the apprenticeship at the end point assessment (EPA) will not be full. If apprentices leave the programme then this decision is between the employer and apprentice, not the provider so no real knowledge of effects on the provider achievement figures is unknown.

Other points made included being aware of timetabling issues as it is best for maintenance units to be taught after the design units. Behaviours are important, they are really driven by the employers, and staff need time and training for them. Behaviours are completed every 12 weeks. Apprentices rate themselves based on a designated form, the assessor then goes through this with the tutors until it is agreed between all parties. Learners will often grade themselves higher than staff do. Behaviours are also now part of the practical assessment form so it runs through everything that apprentices do. The same technical certificate is being delivered to the Mechatronics and to the Tool and Die apprentices.

Decisions are being made at a higher level than previously so NWTC have appointed a Strategic Account Coordinator to deal with this type of negotiations between companies. There is the cost of new investment, there are lots of weekly meetings with the employer which are time consuming even with just one employer involved. It will be difficult if you have different standards and different employers.

Discussions then took place on a 3 month EPA for Food and Drink. EPA is expensive, with a maximum of 20% of the budget being used for this and there are lots of unknowns at the moment. Discussion took place on running a HNC against a 3 year extended diploma and how employers will pay for a HNC as it is not part of levy funding yet, and how small employers are going to be able to release their apprentices for so long. There are some employers who do want to stay on the frameworks (which finish by 2020) but won’t be able. It is agreed that the funding pays for the work you are doing but will not give extra profits.

1. Current matters of concern

Some standards are being written with no qualifications so how does this affect provision for full time students? Discussion took place that a certificate of a qualification does not prove someone can do the job as an employer will also ask new employees to redo practical tests. This can give different benchmarks and Zurich and Lloyds may end up doing lots more tests for niche markets and how do SMEs cope with this? There will be issues for providers and awarding bodies whilst trying to meet the employers wanting choice. An appeal is going ahead to ask for more funding for welding as the costs of each test is high and the current funding just covers these tests and not any teaching required. 50% of all standards do not have formal qualifications.

Lunch was taken.

1. Qualifications/Awarding bodies

EAL – Dave Ainsworth

Dave explained the qualifications for areas such as Business Improvement Techniques, Construction, Plumbing, Rail and Engineering. Some have UCAS points allocated to them and they can be mapped into league table tech quals. EAL have been working with 45 employer groups on apprenticeship qualifications e.g. level 3 Aerospace Manufacturing Fitters, level 3 Machinist, level 3 Rail Engineering Technician are ready for teaching with new standards. Work is ongoing for supporting standards for automotive engine testers and maritime defence suite. EAL are on the assessment register for End Point Assessments. Please contact EAL customer services for any further information on End Point Assessment.

If you have any queries please contact Dave on [dainsworth@eal.org.uk](mailto:dainsworth@eal.org.uk).

Slides are available separately.

C&G – Simon Yorke

Simon introduced the level 2 technical award which is now available. These are based on engineering sectors providing choice for learners in STEM style subjects. Scheme number is 1145-20. There are level 2 Technical Certificates for full time learners with 4 pathways although there are 3 generic units on all pathways with 3 specific units to the named pathways. KS5 level 3 technicals are available for 360, 540 and 720GLH with mandatory and optional units. Schemes of work, delivery plans and sample assessments are available for all of these including external exam and synoptic assignment. Apprenticeship developments are for various sectors such as aerospace, maritime and food/drink. C&G 2850 is suggested to support the welding standards.

Slides are available to support this. Please look on the website for further information or Simon can be contacted on [Simon.Yorke@cityandguilds.com](mailto:Simon.Yorke@cityandguilds.com)

Pearson - Amanda Murphy, Georgina Tattersall

BTEC level 1 Introductory qualification has been available from September 2016. It is based around skills rather than knowledge with 180 and 360 GLH. Assessments are internally set but should be run under the rules of the other BTEC levels.

BTEC level 2 technicals will be available for first teaching from September 2017, focussed on getting post 16 learners work ready. There are some externally assessed units and some internally set and assessed.

BTEC level 3 are fully developed and available.

For HNs discussion took place on whether it would be better to tweak and use the revised specifications in September 2017 as planned or hold back to 2018. Feedback has been received that the Advanced CAD and Maths are not as challenging as before. Input is required, please feedback your thoughts to Amanda or Dian about what you think of the new 2017 specifications. Pass, Merit and Distinction criteria have been written. The externally set Engineering Project will be released by Pearson in June giving a theme for the project for the following year.

There are training events being run for level 2 changes, please see the website for details.

Slides are available. Please contact Amanda on [amanda.murphy@pearson.com](mailto:amanda.murphy@pearson.com) or Dian on [dian.shaw@pearson.com](mailto:dian.shaw@pearson.com) or Jacqui on [Jacqui.longworth@pearson.com](mailto:Jacqui.longworth@pearson.com) for any further information.

AQA – Paul Anderson

There are 3 new qualifications from AQA, all are tech levels with progress measures for UCAS. The 720GLH Mechatronics and Design have been developed with employers and are ready for delivery. The other tech level is 360GLH, one A level equivalent and this is proving popular with colleges.

Separate slides are available. For any queries, please contact Dean O’Donoghue on [DODonoghue@aqa.org.uk](mailto:DODonoghue@aqa.org.uk) .

OCR – Martin Webber

OCR now have an Engineering suite of qualifications available now in the vocational routes as well as schools/colleges. The Nationals are good for school programmes for 14 – 16 year olds. There are 4 pathways, each the size of a GCSE and can easily be delivered in a year. Delivery guides and resources are available to help delivery and model assignment brief for mandatory units.

Cambridge Technicals at level 2 and 3 are more suited to 16+ college provision, ready for first teaching in September 2017. Resources with model assignments are available to help support delivery as well as which books are recommended for use. All qualifications line up with RQF. For level 2, there are 360 GLH and 180 GLH qualifications available. For tech level and applied general, there are 5 mandatory units included such as application of engineering principles, mechanical engineering – machine operations, fundamentals of mechanical, electronic/electrical and fluid power engineering, engineering systems control. These lead to 3 pathways as Design Engineer, Production Engineer and System Engineer. All level 3 Technicals meet the current guidelines for applied general and tech level with various option pathways for higher apprenticeships and university in mind. All are available for use now. There is an extended diploma with 18 units; 2 extra units, project management and promoting continuous improvement, have been added. Maths and Science are examined separately and the level is appropriate to meet HE requirements.

Slides are available to cover this summary and Martin can be contacted on [martin.webber@ocr.org.uk](mailto:martin.webber@ocr.org.uk) .

Plenary

The NFEC / GTA Trailblazer briefing will take place at Gaydon Motor Museum on March 14th.

There will be a day conference being held at the Holiday Inn, Garforth on Thursday 8th June. Notifications will be out shortly.

NFEC is involved with the Advanced Manufacturing Standard and they would like providers to have their say on which units they want kept within the Manufacturing standard. Please contact Ian Gaskill on [ian.gaskill@newdur.ac.uk](mailto:ian.gaskill@newdur.ac.uk).

Jill is updating the NFEC website and is looking for some quotes from providers on what regional seminars mean to them. If anyone could provide a quote for this, please contact Jill on [jillmustard@nfec.org.uk](mailto:jillmustard@nfec.org.uk).

Items for NFEC

There were no items for NFEC to action this time.

Steve McAloone thanked everyone for attending, the exhibitors for bringing equipment to show delegates and to Scott and Preston College for hosting this seminar. A tour of the facilities at Preston College took place.