



Skills England

Draft Preview

DRAFT APPRENTICESHIP ASSESSMENT PLAN FOR THE FURNITURE MAKING OPERATIVE APPRENTICESHIP

ST0982/V2

APPRENTICESHIP REFERENCE NUMBER	LEVEL OF THIS APPRENTICESHIP	INTEGRATION
ST0982	2	None

Assessment Plan

Assessment details

Introduction

This Apprenticeship Assessment Plan (AAP) sets out the requirements for the assessment of the level 2 furniture making operative 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.

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

Assessment Outcome	Mapping
AO1: Work planning and preparation Uses job specifications, drawings or information to plan the work activity and prepares and maintains a safe work area.	K1, K2*, K3, K7, K8 S1*, S2*, S3, S7*
AO2: Health, safety and environmental requirements Applies health, safety, environmental sustainability and risk-management requirements when carrying out furniture-making activities. Identifies hazards, follows safe systems of work, uses appropriate control measures and applies relevant workplace regulations and procedures.	K4, K5, K6 S4, S5*, S6*
AO3: Tools, equipment and machinery use Selects, sets up, maintains, operates and stores the tools, equipment, and machinery used for furniture making.	K9, K10, K11, K12, K13, K14 S8, S9 , S10, S11*
AO4: Material preparation and component manufacturing Prepares materials, jigs and templates and uses them to manufacture furniture components.	K15, K16, K18 , K19*, K20* S12, S13, S14, S15*, S16*
AO5: Furniture assembly and finishing Joints and assembles furniture components and attaches fittings and fixtures. Carries out any necessary rectification, repair and rework and escalates faults as required.	K21, K22, K23, K24, K25 S17, S18 , S19 S20, S26*
AO6: Quality assurance and documentation Applies quality assurance processes and continuous improvement techniques. Records information, packs and stores components and products.	K17, K26, K27, K28*, K29 , K34* S21, S22, S23*, S24 , S30*, S31*
AO7: Communication and teamworking Works with others and communicates verbally and in writing, supporting equity, diversity and inclusion in the workplace.	K30, K31, K32*, K33* S25, S27, S28*, S29

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 **observation**.

Any additional assessment, or assessments, must be selected from the following list of methods, to ensure the assessment outcomes are met in full. Assessments available in the list may be used more than once:

- **additional observation**
- **interview**
- **portfolio**
- **question and answer**
- **written test**

Assessment organisations must have due regard to any relevant frameworks, standards, guidance or other documents that may be published by industry regulators, professional bodies, and other representative groups.

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	Applies knowledge, facts, procedures and ideas, appropriately in a significant range of varied furniture making activities and contexts, some of which are complex or non-routine.	Applies knowledge, facts, procedures and ideas, with consistently high accuracy, insights or efficiency in a significant range of varied furniture making activities and contexts, some of which are complex or non-routine.
Applied Skills	Selects and applies practical furniture making skills consistently in a significant range of varied work activities and contexts, some of which are complex or non-routine. Solves straight-forward, well-defined problems, to an acceptable standard.	Integrates practical skills with precision in a significant range of varied work furniture making activities and contexts, some of which are complex or non-routine. Solves straight-forward, well-defined problems, that add value.
Regulatory and Procedural Awareness	Gathers and interprets legislation, regulation, and guidance relevant to the furniture making operative role, with minimal noncritical errors, although depth of insight or adaptability may be limited.	Applies interpretation of legislation, regulations, and guidance relevant to the furniture making operative role, with minimal non critical errors and with reasonable depth of insight or adaptability.
Communication and Collaboration	Communicates and collaborates effectively within a team or group setting, to support task completion.	Communicates with clarity and sensitivity, within a team or group setting to support task completion.

Information Use and Decision Making	Gathers and interprets information relevant to the furniture making operative role, informing decisions and actions that are fit for purpose in the work context.	Applies interpretation information and feedback relevant to the furniture making operative role, shaping actions that add value.
Responsibility and Autonomy	Takes responsibility for completing furniture making tasks and procedures. Exercises autonomy and judgement subject to overall direction or guidance. May collaborate with others perhaps through a work group or team.	Exercises informed judgement and self-direction when taking responsibility for completing furniture making tasks and procedures anticipating the needs of the task or team.

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