

ST0976 Level 2 Wood machinist Assessment Plan

Introduction

This Apprenticeship Assessment Plan (AAP) sets out the requirements for the assessment of the level 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 Applies job specifications, technical drawings and information to plan wood machining activities and organise resources and materials. Measures, marks and prepares materials, escalating any faults or issues.	K1, K2*, K3*, K15, K17*, K19* S1*, S2*, S11*, S12*, S17*, S24

Assessment Outcome	Mapping
AO2: Tools, equipment and wood machining processes Selects, prepares, maintains, sets up and uses tools, equipment and machinery to manufacture wood products. Assembles components and sub-assemblies.	K9, K10, K11*, K12*, K13* , K14*, K16, K18*, K20 S8, S9, S10* , S13*, S14* , S15*, S16 ,
AO3: Quality assurance, rectification and storage Applies quality assurance procedures and carries out rectification, repair or rework techniques as necessary. Completes task documentation and packs and stores components and sub-assemblies.	K21, K22, K23, K24* S18, S19 , S20, S21*
AO4: Safe, sustainable and compliant working practices Applies safe systems of work, risk assessments, procedures and regulations to wood machining tasks. Prepares, maintains and restores work areas and applies environmental and sustainability regulations, standards and guidance.	K4, K5, K6 , K7, K8 S3, S4, S5 , S6, S7
AO5: Communication, Teamwork and Continuous Improvement Works with colleagues and supervisors, using written, verbal and digital communication methods. Applies continuous improvement, equity, diversity and inclusion principles.	K25, K26, K27, K28*, K29*, K30* S22, S23* , S25, S26* , 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 an **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:

- **questions and answers**
- **interview**
- **portfolio**
- **additional observation**

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 wood machining 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 wood machining activities and contexts, some of which are complex or non-routine.
Applied Skills	Selects and applies practical wood machining skills consistently in a significant range of varied work activities and contexts, some of which are complex or non-routine. Solves straight-	Integrates practical wood machining skills with precision in a significant range of varied work activities and contexts, some of which are complex or non-routine. Solves straight-forward,

	forward, well-defined wood machining problems, to an acceptable standard.	well-defined wood machining problems, that add value
Regulatory and Procedural Awareness	Gathers and interprets health, safety and environmental legislation, regulation, and guidance relevant to wood machining tasks with minimal noncritical errors, although depth of insight or adaptability may be limited.	Applies interpretation of health, safety and environmental legislation, regulations, and guidance relevant to wood machining tasks with minimal noncritical 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 effective task completion.
Information Use and Decision Making	Gathers and interprets information relevant to the role, informing decisions and actions that are fit for purpose in the work context.	Applies interpretation of information and feedback relevant to the role, shaping actions that add value.
Responsibility and Autonomy	Takes responsibility for completing wood machining tasks. 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 wood machining tasks anticipating the needs of the task or team.