



Overview

End-Point Assessment (EPA) is the final assessment for an apprentice. An apprentice cannot achieve their apprenticeship without passing the End-Point Assessment.

EPA is an opportunity for an apprentice to showcase what they have learnt during their apprenticeship as a Learning & Skills Mentor. This assessment includes an Observation with Questioning and a Professional Discussion Underpinned by a Portfolio of Evidence.

The End-Point Assessment for Learning & Skills Mentor Level 4 can be carried out remotely or face-to-face.



Gateway

Gateway requirements for a Learning & Skills Mentor Level 4 apprentice include:

- Evidence the apprentice has achieved English and maths qualifications in line with the apprenticeship funding rules
- A completed Portfolio of Evidence
- A minimum of 12 months on programme



Assessment Methods

Observation with Questioning

Apprentices will be observed within their workplace over the course of a 2-hour period, with 90 minutes allocated for the observation and 30 minutes for the questioning session.

The independent assessor can increase the time of the observation by up to 10% if necessary.

Apprentices will be observed conducting one live 30-minute mentoring session. In addition, the apprentice will provide the independent assessor with two 30-minute recordings of mentoring sessions that must have been recorded post-gateway.

This will then be followed by a 30-minute questioning session where the independent assessor will question the apprentice to clarify information observed during the observation and to allow the apprentice to add depth and detail to their evidence against the KSBs.

Professional Discussion Underpinned by a Portfolio of Evidence

The Professional Discussion will last 60 minutes (+10% if needed) and is a structured discussion between the apprentice and the independent assessor, to establish the apprentice's understanding and application of the knowledge, skills and behaviours.

The assessor will ask at least 8 questions relating to the criteria highlighted in the methods table. Follow-up questions are allowed where clarification is required.



Results

Results will be communicated within 10 working days of the final assessment.

If an apprentice Fails one or more component, they will be offered the opportunity to re-sit / re-take the component(s). It is then up to the apprentice's employer how many attempts an apprentice is given.

Where any assessment method must be re-sat or re-taken, the apprentice will be awarded a maximum EPA grade of Pass. Re-sits and re-takes are not offered to an apprentice wishing to move from Pass to a higher grade.



www.nqual.co.uk/epa/learning-and-skills-mentor-level-4/v1-2



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