



End-point assessment plan for: Stockperson apprenticeship standard (core & options)

Standard reference number	Level of this EPA plan	Integrated
ST0017	2	No

Introduction and overview

This document sets out the requirements for end-point assessment (EPA) for the Stockperson (core & options) apprenticeship standard. It is for end-point assessment organisations (EPAOs) who need to know how EPA for this apprenticeship must operate. It will also be of interest to Stockperson (core & options) apprentices, their employers and training providers.

Full time apprentices will typically spend 18 months on-programme working towards the occupational standard, with a minimum of 20% off-the-job training.

The EPA should only start once the employer is satisfied that the apprentice is consistently working at or above the level set out in the occupational standard, the pre-requisite gateway requirements for EPA have been met and that they can be evidenced to an EPAO.

As a gateway requirement and prior to taking the EPA, apprentices must complete all approved qualifications mandated in the standard:

- Emergency first aid at work (level 3)
- Safe use of Pesticides (level 2)

- Additional safe use of Pesticides in Boom Sprayer, Mounted, trailer or Self-propelled equipment OR Granular applicator equipment OR Handheld applicator equipment (level 2)

All pre-requisites for EPA assessment methods must also be complete and available for the assessor as necessary.

Apprentices without English and mathematics at level 1 must achieve level 1 English and mathematics and take the tests for level 2 prior to taking their EPA.

The EPA must be completed within six month(s), after the apprentice has met the EPA gateway requirements.

Performance in the EPA will determine the apprenticeship grade. The EPA consists of three distinct assessment methods, which will be graded independently and then combined for the final grade. The grading for each element of the assessment (online, practical demonstration and professional discussion) will be a Pass, Merit or Distinction (see individual sections for relevant criteria) and each element holds equal weighting. These individual assessment grades will then be used to determine the overall grade as described below.

For the apprentice to achieve an overall grade of:

- Pass: the apprentice must achieve a minimum of three passes
- Merit: the apprentice must achieve a minimum of two merits and one pass
- Distinction: the apprentice must achieve a minimum of two distinctions and one merit

On-programme (typically 18 months)	End Point Assessment Gateway	End Point Assessment (not more than 26 weeks)	Professional recognition
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<p>Training to develop the occupation standard's knowledge, skills and behaviours.</p>	<ul style="list-style-type: none"> • English/mathematics at Level 2 attempted • Emergency first aid at work (L3) • Safe use of Pesticides (L2) • Additional safe use of specific equipment (L2) (relevant list in full above) • Full completion of the mandatory workbook 	<p>Assessment method 1: Online multiple choice test</p> <p>Assessment method 2: Practical Demonstration</p> <p>Assessment method 3: Professional Discussion</p> <p>Assessments to be taken in numerical order, 2 & 3 should not be attempted until 1 has been passed.</p>	<p>Not Applicable</p>
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Gateway

The EPA should only start once the employer is satisfied that the apprentice is consistently working at or above the level set out in the occupational standard i.e. they have achieved occupational competence. In making this decision, the employer may take advice from the apprentice's training provider(s) but the decision must ultimately be made solely by the employer. In addition to the employer's confirmation that the apprentice is working at or above the level in the occupational standard the apprentice must have completed the following gateway requirements prior to beginning EPA:

- Apprentices without English and mathematics at level 2 must achieve level 1 English and mathematics and take the tests for level 2 prior to taking their EPA

Apprentices must complete the following approved qualifications mandated in the standard:

- Emergency First Aid at Work
- Safe use of Pesticides
- Additional safe use of Pesticides in Boom Sprayer, Mounted, trailer or Self-propelled equipment OR Granular applicator equipment OR Handheld applicator equipment

Apprentices must complete a workbook during the apprenticeship. This will be tested during the professional discussion and will include:

- Dates the mandatory qualifications, as stipulated in the standard, are completed
- Records of quarterly appraisal meetings monitoring the progress of the apprentice, feedback given and guides to development.
- Entries maintained by the apprentice and endorsed by the employer/training provider that demonstrate development through the apprenticeship period
- Details of practical tests related to seasonal aspects of the apprentice's work.

Length of end-point assessment period:

All EPA assessment methods must be completed in six months.

Any supporting material required for the EPA should be given to the EPAO no later than seven days after the start of the EPA period.

If an EPA assessment method is failed, it should be retaken within the EPA period.

Roles and responsibilities

Role	Responsibility
Apprentice	<ul style="list-style-type: none"> • participate in development opportunities to improve their knowledge skills and behaviours as outlined in the standard • meet all gateway requirements when advised by the employer • understand the purpose and importance of EPA and undertake EPA
Employer	<ul style="list-style-type: none"> • support the apprentice to achieve the KSBs outlined in the standard to their best ability • determines when the apprentice is working at or above the level outlined in the standard and is ready for EPA • select the EPAO • confirm all EPA gateway requirements have been met and notify the EPAO • confirm arrangements with EPAO for the EPA (who, when, where) in a timely manner

	<ul style="list-style-type: none"> • ensure apprentice is well prepared for the EPA
EPAO	<p>As a minimum EPAOs should:</p> <ul style="list-style-type: none"> • understand the occupational role • appoint administrators/invigilators and markers to administer/invigilate and mark the EPA • provide training and CPD to the independent assessors they employ to undertake the EPA • provide adequate information, advice and guidance documentation to enable apprentices, employers and providers to prepare for the EPA • deliver the end-point assessment outlined in this EPA plan in a timely manner • prepare and provide all required material and resources required for delivery of the EPA in-line with best practices • use appropriate assessment recording documentation to ensure a clear and auditable mechanism for providing assessment decision feedback to the apprentice • have no direct connection with the apprentice, their employer or training provider (that is to say, there must be no conflict of interest) • maintain robust internal quality assurance (IQA) procedures and processes, and conducts these on a regular basis • conform to the requirements of the nominated external quality assurance body • organise standardisation events and activities in accordance with this plan's IQA section • organise and conduct moderation of independent assessors' marking in accordance with this plan • have, and operate, an appeals process • Have an operate a reasonable adjustments policy • Conform to the requirements of the external quality assurance (EQA) provider • arrange for certification with the relevant training provider
Independent assessor	<p>As a minimum an Independent assessor should:</p> <ul style="list-style-type: none"> • understand the standard and assessment plan

	<ul style="list-style-type: none"> • deliver the end-point assessment in-line with the EPA plan • comply to the IQA requirements of the EPAO • be independent of the apprentice, their employer and training provider(s) that is to say, there must be no conflict of interest • satisfy the criteria outlined in this EPA plan • hold or be working towards an independent assessor qualification e.g. A1 and have had training from their EPAO in terms of good assessment practice, operating the assessment tools and grading • have the capability to assess the apprentice at this level • attend the required number of EPAOs standardisation and training events per year (as defined in the IQA section)
Training provider	<ul style="list-style-type: none"> • work with the employer to ensure that the apprentice is given the opportunities to develop the KSBs outlined in the standard and monitor their progress during the on-programme period • advise the employer, upon request, on the apprentice's readiness for EPA prior to the gateway • Plays no part in the EPA itself

Internal Quality Assurance (IQA)

Internal quality assurance refers to the requirements that EPAO must have in place to ensure consistent (reliable) and accurate (valid) assessment decisions. EPAOs for this EPA must:

- appoint independent assessors who have knowledge of the following areas:
 - i) current, work based, occupational experience across the role
 - ii) a recognised qualification and proven competence in assessment
 - iii) correct and up to date CPD record relevant to the role being assessed
- appoint independent assessors will have recent relevant experience of the occupation/sector or significant experience of the occupation or sector.
- provide training for independent assessors in terms of good assessment practice, operating the assessment tools and grading
- have quality assurance systems and procedures that support fair, reliable and consistent assessment across organisation and over time
- operate regular standardisation events that enable independent assessors to attend a minimum of 1 per year
- operate moderation of assessment activity and decisions, through examination of documentation and observation of activity, with a minimum of 10 per cent of each independent assessors' assessments moderated

Affordability

Affordability of the EPA will be ensured by using the following practice:

- online testing
- Using an employer's premises

Assessment Methods

This section will outline the assessment methods the EPA will use to assess the knowledge, skills and behaviors (KSBs) required undertaking the duties as detailed in the occupational standard.

Assessment Method: 1 Online multiple choice test

This will include multiple choice questions. This involves apprentices taking a test under timed-conditions. The test can be computer based or paper based and will consist of 40 multiple choice questions with one correct question from 4 possible options.

How many questions of this type will be in the test?	How many marks will be awarded to each of this type of question?
40	1 mark each

Apprentices must have a maximum of 90 minutes to complete the test (unless the EPAO accepts special arrangements for that apprentice based, for example, on an official education or health plan). The test is closed book i.e. the apprentice cannot refer to reference books or materials. The multiple choice questions will be straightforward questions with one correct answer from four options.

Apprentices must take the test in a suitably controlled environment i.e. quiet space, free of distractions and influence, in the presence of an invigilator. The invigilator may be the assessor or another external person employed by the EPAO. There must be no more than 20 apprentices to a single invigilator.

The EPAO must verify the suitability of the venue for taking the test and the identity of the person taking the test.

Questions must be written by EPAOs and it is recommended that this be done in consultation with representative employers. EPAOs must develop 'question banks' of sufficient size to prevent predictability and review them regularly (and at least once a year) to ensure they, and the questions they contain, are fit for purpose. The questions relating to the underpinning knowledge must be varied.

Tests must be marked by independent assessors or markers employed by the EPAO following a marking guide produced by the EPAO. Alternatively, electronic marking is permissible.

It is recommended that the EPAO produce a question bank of sufficient size to prevent predictability

EPAOs will produce the following material to support this method:

Suitable computer access if using digital format or relevant paper based test - if internet access is required, availability and strength will need to be confirmed before assessment day.

List of supporting material required for this EPA assessment method: invigilation guidelines

Gateway requirements:

None

Grading for assessment method 1

Name of grade	Grade descriptor
Distinction	90% or over correct
Merit	80 - 89 % correct
Pass	70% - 79% correct

Assessment Method: 2 Workplace Observation of Practical Tasks

This method is based on workplace observations of practical tasks that will be observed directly in a real life situation or as part of a simulated environment depending on the availability of the tasks selected for the assessment (due to variability within livestock production systems). . Examples of tasks that may need to be simulated include carrying out injections, identifying heat, etc.. Observations must only be simulated if the task cannot physically be carried out on the day of the EPA. It is not acceptable to simulate the test if real life examples are possible.

Apprentices must be observed by an independent assessor completing three practical tasks over one working day. The practical tasks must be carried out over a total assessment time of six hours and the duration for each task is 2 hours. A plus 10% tolerance is allowed in the duration of the workplace observation to allow the tasks to be completed, at the discretion of the independent assessor.

Each of the three tasks must be taken from the following list of tasks, with each task focussing on a separate task. The workplace observation MUST include one task from core, one task from the relevant option plus a third task chosen at random from the available tasks. All three tasks will be decided by the EPAO. Three separate tasks should be observed to assess the skills being demonstrated and knowledge known (via the questions). There must be no duplication of task during the assessment day. Throughout each observation the Apprentice will describe what they are doing in detail to show their understanding of the process, potential implications if it was done incorrectly and what to do in sub-optimal conditions all of which are required to achieve a grade above a pass. Suitable questioning, as per the guidelines, by the assessor can be used to probe this detail. Available tasks include:

Core	○ Implement and monitor site bio-security (including isolation) as per farm plan
	○ Prepare accommodation for incoming livestock including cleaning and disinfecting
	○ Monitor and maintain the health and welfare of livestock
	○ Administer treatments, where appropriate, as per farm health plan
	○ Competently operate (to certified level) a relevant vehicle used in the business
	○ Feed stock according to instruction
	○ Assess the condition and behaviour of animals at feeding
	○ Provide water of sufficient quality and quantity

	<ul style="list-style-type: none"> ○ Prepare livestock and facilities for transfer as appropriate
	<ul style="list-style-type: none"> ○ Handle and restrain livestock in a safe and appropriate manner
	<ul style="list-style-type: none"> ○ Move animals without causing undue stress
	<ul style="list-style-type: none"> ○ Identify signs of heat
	<ul style="list-style-type: none"> ○ Monitor and maintain livestock during pregnancy
	<ul style="list-style-type: none"> ○ Monitor and maintain the care of livestock during and after birth with assistance where appropriate
Options Tasks P = Pork D = Dairy B = Beef S = Sheep	<ul style="list-style-type: none"> • Identify animals appropriately (including tagging procedures where appropriate) (P) (B) (S)
	<ul style="list-style-type: none"> • Store and use livestock semen appropriately (P)
	<ul style="list-style-type: none"> • Carry out AI on livestock/supervise natural mating (P)
	<ul style="list-style-type: none"> • Administer relevant treatments to animals such as vaccination and euthanasia (P)
	<ul style="list-style-type: none"> • Assess/respond to ventilation needs (P)
	<ul style="list-style-type: none"> • Prepare livestock for and carry out the milking (D)
	<ul style="list-style-type: none"> • Recognise mastitis and respond appropriately (D)
	<ul style="list-style-type: none"> • Assess lameness and respond/treat appropriately (D) (B) (S)
	<ul style="list-style-type: none"> • Carry out dehorning (D) (B)
	<ul style="list-style-type: none"> • Prepare for shearing/wool handling (S)
	<ul style="list-style-type: none"> • Carry out crutching (S)
	<ul style="list-style-type: none"> • Carry out tail docking and castration as appropriate (S)

During the observation the independent assessor must ask 12 questions (four per task). EPAOs will set open questions to assess related underpinning knowledge. Questioning must be completed within the total time allowed for the observation. Questions will be from a question bank developed by the EPAO.

At the end of the workplace observation, three additional questions are to be asked in a maximum time of 30 minutes. These questions will specifically target an activity that cannot be demonstrated in the EPA because they are not feasible at that point in the year. The three questions will focus on one specific skill, which is seasonal by nature i.e. artificial insemination, tail docking,

castration, shearing and therefore demonstration is not a practical option during the workplace observation itself. Questioning will establish that the apprentice understands the appropriate requirements and would be able to perform the task to the specified level (as described by the EPAO's marking guidelines).

KSBs observed and answers to questions must be documented by the independent assessor.

Apprentices must be provided with both written and verbal instructions on the tasks they must complete, including the timescales they are working to.

There may be breaks during the workplace observation to allow the apprentice to move from one location to another. Demonstrations must be conducted in the employer's premises or other suitable venue selected by the EPAO. If the facilities/livestock on the employer's premises are not available the EPAO must source a venue with industry standard equipment, facilities and livestock that the apprentice would be familiar with (e.g. a training provider or another employer's premises).

The independent assessor may conduct and observe only one apprentice during this assessment method.

EPAOs will produce practical specifications to outline in detail how the workplace observation will operate, what it will cover and what should be looked for. It is recommended that this is done in consultation with representative employers. Specifications must be determined and standardised by the EPAO. EPAOs must develop 'practical specification banks' of sufficient size to prevent predictability and review them regularly (and at least once a year) to ensure they, and the specifications they contain, are fit for purpose. The specifications, including questions relating to underpinning knowledge, must be varied, yet allow assessment of the relevant KSBs.

EPAOs will produce the following material to support this assessment method:

- Specifications for the workplace observation designed to simulate the occupation's working environment
- Bank of questions
- Material to collect information to be used in marking and moderation

Gateway requirements

The relevant equipment that the apprenticeship is used to using in their day-to-day role (or have used routinely with the training provider), which is of standards routinely used in industry.

Grading for assessment method 2

The three tasks will each be graded individually and grades combined to form the overall grade of this element, the criteria for this is below:-

For the apprentice to achieve a:

- Pass: the apprentice must achieve a minimum of three passes
- Merit: the apprentice must achieve a minimum of two merits and one pass
- Distinction: the apprentice must achieve a minimum of two distinctions and one merit

The table below is only intended to provide EPAOs with a framework for grading and it is expected that detailed grading criteria will be developed for each skill using this as a guide. The descriptor refers to the level required per skill required in the standard. The table covers grades for all skills individually, of which only three will be assessed in one observation.

Name of grade	Grade descriptor	Related KSB
Pass	Promotes and maintain health, safety and security (personal and site)	
	Accurate records kept (relevant to role)	
	Demonstrates:	
	- Efficient use of time, i.e completion of tasks within the time limit)	B1
	- attention to detail and pride in their work	B1
	- integrity, honesty, loyalty and respect for others	B1
	- a positive attitude, motivation, responsibility and flexibility	B2
	- clear and effective communication	B7
	Correct:	
	- first aid responses provided	S1
	- use of appropriate technology	S2 / K3
	- record keeping relevant to role	S3
	- preparation and/or operation of machinery	S4 / K3
	- maintenance of machinery and equipment	S4 / K18
	- implementation and monitoring of site bio-security (including isolation) as per farm plan	S5 / K8
	- preparation of accommodation for livestock including cleaning and disinfecting	S6 / K4 / K8
	- monitoring /maintenance of livestock health and welfare.	S7 / K4 / B4
- treatment administration in line with farm health plan	S8 / K9	
- preparation of livestock and facilities for transfer	S13 / K4	
- handles/ restrains livestock	S14 / K4 / B4	
- movement of animals (without causing undue stress)	S15 / K4 / B4	
Competently:		
- operates a relevant vehicle used in the business	S9 / K3	

- feeds stock according to instruction	S10/ K4
- assesses the condition and behaviour of animals at feeding	S11 / K4/B4
- provides water of sufficient quality and quantity	S12 / K4
- identifies signs of heat	S16
- monitors/manages livestock during pregnancy	S17 / K4 / B4
- monitors/manages the care of livestock during and after birth with assistance where appropriate, understands own limits	S18 / K9 / B4
- identification/tagging of animals (B)	S(B)1 / K4
- assessment of lameness and/or response (B)	S(B)2 / K9 / B4
- calf disbudding performed (B)	S(B)3 / K4 / K8 / B4
- identification of animals (P)	S(P)1 / K4
- storage and use of livestock semen (P)	S(P)2 / K4 / K8
- artificial insemination techniques used/ correct supervision of natural mating (P)	S(P)3 / K4 / K8
- administration of relevant animal treatments (i.e vaccination/euthanasia) (P)	S(P)4 / K4 / B4
- assessment/response to ventilation needs (P)	S(P)5 / K4 / K9 / B4
- preparation of livestock for milking and milking process demonstrated (D)	S(D)1 / K8
- recognition of mastitis and response (D)	S(D)2 / K9 / B4
- assessment of / response to lameness(D)	S(D)3 / K4 / K8 / B4
- process used for calf disbudding(D)	S(D)4 / K4 / B4
- identification of animals (including tagging procedures) (D)	S(D)5 / K4 / B4
- preparation of sheep for shearing (S)	S(S)1 / K4 / B4
- wool handling/poor preparation (S)	S(S)1 / K4
- procedure used for crutching (S)	S(S)2 / K4 / K8 / B4

	- identification for animals (including electronic identification device tagging procedures) (S)	S(S)3 / K4 / B4
	- assessment/treatment of lameness (S)	S(S)4 / K9 / B4
	- carry out tail docking and castration as appropriate (S)	S(S)5 / K9 / B4
Merit	In addition to the pass criteria: - Can discuss the implications of not maintaining health, safety and security.	S1 / K4 / K8 / K18
	- Is proactive in the maintenance of the machinery i.e. flagging issues to the person responsible for maintenance.	S3 / S4/ K18
	Can discuss the implications of not demonstrating a good work ethic, with specific examples to one of the attributes listed in the standard	B1
	- Can demonstrate accountability for own actions	B4
	Can explain: - the importance of effective cleaning and disinfecting	S6 / K8
	- how to escalate a potential problem so it can be resolved	S1
	- the dangers of incompetent equipment operation.	S4 / K3
	- what problems to report on and to who when required.	S3 / K9
	- the implications of not giving water.	S12 / K4
	- why good preparation of facilities is important	S13 / K8
	Awareness of the:	
	- tagging requirements and their importance (B)	S(B)1 / K4
	- implications of poor ventilation (P)	S(P)5 / K9
	- the implications for not preparing for milking correctly (D)	S(D)1 / K8
	- mastitis and its various signs (D)	S(D)2 / K9
	- implications for poor preparation for shearing (S)	S(S)1 /
Distinction	In addition to the merit criteria: - Demonstrates an understanding of how records are kept, used and the benefits.	S3

- Demonstrates awareness of the consequences of an individual's lack of work ethic in the work environment with specific examples given for at least three of the attributes listed in the standard.	B1
- Describes specific scenarios where they have been accountable and the outcome	B1 / B4 /
Can explain:	
- the need for biosecurity and implications of a breakdown (basic level)	S5 / K8
- the conditions been treated	S8 / K9
- different feeds to suit different growth stages	S10
- the pros and cons of alternative methods or handling and restraint	S14
- the animals natural behaviour	S15
Demonstrates awareness of the main issues which could arise and the responses required during breeding	S(P) 3
Clear awareness of the:	S(B)2 /K9
- most common causes of lameness (B)	
- consequences of poor semen storage (P)	S(P)2 /K8
- mating process and when intervention is required (P)	S(P)3 /K9
- the most common causes of lameness (D)	S(D)3 /K9
- the requirements for tagging and why it is important. (D)	S(D)5 /K4
- the need and timing of crutching (S)	S(S)2 /K8
- most common causes of lameness. (S)	S(S)4 /K9
- implications if tail docking/castration it is not carried out (S)	S(S)5 /

Assessment Method: 3 Professional Discussion

This assessment method involves a structured verbal interaction between the apprentice and the independent assessor. The apprentice must demonstrate that they have achieved occupational competence by responding to questions set by the independent assessor and chosen from a bank of questions. This assessment method will take place in the form of a professional discussion.

The professional discussion must be appropriately structured to draw out the best of the apprentice's competence and excellence. One element (see B1 through to B12 in Appendix A) from all five behavioural topics (strong work ethic, adaptability, effective communicator, team working, safety awareness) will be required.

The independent assessors will conduct and assess the professional discussion and the independent assessor will be allowed to select questions, based on their appraisal of the workbook, from a question bank developed by the EPAO.

The professional discussion will take place on the same day and location as the workplace observation.

- This will consist of fifteen questions posed by the Independent Assessor that confirm knowledge, skills and behaviours as shown in appendix A.
- The assessor will ask questions that refer to evidence in the workbook developed during the apprenticeship in real work environments (e.g. photographs, witness statements and written description of task) and in line with Appendix A.
- The workbook as a minimum must include evidence of projects that have required the apprentice to demonstrate the full range of knowledge, skills and behaviours listed in Appendix A relevant to the professional discussion. This should include photographic evidence, witness testimonies and a written report on each project undertaken.
- There will be a bank of questions for the professional discussion which will allow the Independent Assessor to choose questions based on the review of the individual apprentice's workbook.
- The professional discussion will be completed in 60 minutes (+10% at the discretion of the independent assessor) at an employer work site. The room must be in a quiet location and free from distraction. Additional discussion time may be granted for apprentices with appropriate needs, for example where signing services are required.
- The apprentice may refer to their workbook during the discussion.

A structured brief for the assessor and a question bank must be developed by EPAOs. The structured brief should be no more than one side of A4 explaining to the independent assessor the structure of the discussion, time constraints, and the areas of the apprenticeship that will be questioned during the session. It is to be used to help the independent assessor to understand the areas

of work to be questioned. EPAOs must develop a question bank of sufficient size to prevent predictability and review it regularly (and at least once a year) to ensure that it, and its content, are fit for purpose. The specifications, including questions relating to underpinning knowledge, must be varied, yet allow assessment of the relevant KSBs.

EPAOs must ensure that apprentices are given an alternative set of questions in the case of re-sits/re-takes, but may cover the same KSB covered in the initial professional discussion.

Independent assessors must be developed and trained by the EPAO in the conduct of professional discussions and reaching consistent judgement. The independent assessor must use the assessment tools and procedures that are set by the EPAO to record the professional discussion.

The professional discussion may be observed by the employer, but they will have no part in the assessment/grading. The independent assessor will make the final grading decision.

The professional discussion can take place in an employer's premises or other suitable venue selected by the EPAO (e.g. a training provider). The professional discussion should take place in a quiet room, free from distractions.

The EPAO must develop:

- Structured briefs for the professional discussion
- Bank of questions to test behaviours primarily, but also to cover prior learning and practical application

Gateway requirements for assessment method 3

List of supporting material required for this EPA assessment method:

A mandatory workbook will be completed during the apprenticeship to be tested during the professional discussion and will include:

- Details of the mandatory qualifications as stipulated in the standard.
- Records of quarterly appraisal meetings monitoring the progress of the apprentice, feedback and guidance.
- Entries made by the apprentice and endorsed by the employer/training provider that demonstrates competence in the required KSB's
- Details of practical tests, and their outcomes, related to seasonal aspects of the apprentice's work

Grading for assessment method 3

Each of the five behaviour topics, (strong work ethic, adaptability, effective communicator, team working, safety awareness), plus associated knowledge tested throughout the professional discussion will be graded individually and combined for the overall grade of this element, the criteria for this is below: For the apprentice to achieve a:

- Pass: the apprentice must meet the pass criteria
- Merit: the apprentice must meet the merit criteria
- Distinction: the apprentice must meet the distinction criteria

The table below is only intended to provide EPAOs with a framework for grading and it is expected that detailed grading criteria will be developed for each behaviour using this as a guide. The descriptor refers to the level required per behaviour required in the standard. The table covers grades for all behaviours individually, of which only three will be assessed in one discussion.

All of the grading descriptors are required to be met for a pass, merit and distinction relevant to each level.

Name of grade	Grade descriptor	Related KSB
Pass	Explanations:	
	- are logical and plausible	All
	- show comprehension and free from misunderstanding	All
	- explore connections	All
	Can discuss/reference:	
	- the principles of operating a vehicle safely	B12 / K3
	- the animal welfare codes/relevant legislation and relevant company procedures	B4 / K4
	- high standards of hygiene and biosecurity	B4 / K8
- signs of ill health/poor welfare and the actions required	B4 / K9/	
- safe and effective maintenance of equipment.	K18	
Can demonstrate:		

	- a strong work ethic by examples of what they have achieved previously	B1
	- adaptability relating to work patterns, projects, performance targets	B5 / B6
	- principals of work related communication and communication channels in work place	B7
	- a willingness to learn and contribute to their own CPD	B3
	- communicating with different audiences such as staff, colleagues, management and clients / visitors	B11
	- appropriate selection of communication method such as phone, email, face to face or letter	B8
	- how they worked as a team	B9
	- kept the team motivated	B2
	- supported the wider business	B9
	- proactive working/leading by example	B11
	- logical choices resulting from risk assessments (H&S and environmental)	B12
	- good choices in activity as a result of risk assessment	B12
	- understanding relative to their role	B10
	- effective communication of documents to staff	B7 / B8
Merit	In addition to the pass criteria: Evidence of clear causal links in explanations generated by the candidate	All
	Can discuss/reference the immediate issues that arise if : - vehicles are not operated safely	B12
	- people do not comply with welfare codes/legislation/procedures	B4/B12
	- high standards of hygiene and biosecurity are not kept	B1

	- signs of ill health/poor welfare are not recognised	B4
	- equipment is not maintained.	B12
	Can explain	
	- the benefits of staff being adaptable,	B5
	- the problems that can arise when staff aren't motivated	B2
	- good team work skills and provide examples.	B9
	- understanding of the hazards and risks relative to their role	B12
	- the need and implications of a strong health and safety culture on site	B12
Distinction	In addition to the merit criteria:	

	Candidate uses concepts and theories in explaining decisions taken and application to new situations.	All
	Can explain	
	- the issues arising if a work ethic is missing	B1
	- how communication should differ dealing with staff, colleagues, management, clients / visitors.	B8
	- examples of communication from the work place.	B7
	Understands:	
	- Choices made resulting from risk assessment and environmental show comprehensive understanding of the hazards and risks from health and safety and environmental perspective	B12
	- the benefits and pitfalls of communication through different methods such as phone, face to face and via email	B7
	- that individuals need to be supported in a team and the benefit of doing this for both the team and the wider business	B9
	- Choices made resulting from risk assessments	B12

Overall Grading

For the apprentice to achieve an overall grade of:

Pass: the apprentice must achieve a minimum of three passes

Merit: the apprentice must achieve a minimum of two merits and one pass

Distinction: the apprentice must achieve a minimum of two distinctions and one merit

RE-SITS

Apprentices who fail one or more assessment method will be offered the opportunity to take a re-sit or a re-take. A re-sit does not require further learning, whereas a re-take does.

Apprentices should have a supportive action plan to prepare for the re-sit or a re-take. The apprentice's employer will need to agree that a re-sit or re-take is an appropriate course of action.

Any assessment method re-sit or re-take must be taken during the maximum EPA period, otherwise the entire EPA must be retaken, unless in the opinion of the EPAO exceptional circumstances apply outside the control of the apprentice or their employer.

Re-sits and re-takes are not offered to apprentices wishing to move from pass to merit/distinction or merit to distinction. Where any assessment method has to be re-sat or re-taken, the apprentice will be awarded a maximum EPA grade of Distinction.

An apprentice who fails an assessment method will be required to re-sit or re-take any failed assessment methods only.

Order of assessment methods

The assessment methods need to be delivered in the order in which they are presented in this plan.

Appendix A: Mapping of KSBs

KSB code	KSB statement	Methods mapped against
Knowledge		
K1	Health and safety legislation and codes of practice in relation to the job role/workplace including contingency/emergency plans	Online Multiple Choice Test
Knowledge		
K2	Practical health and safety information to ensure everyone is safe in the workplace	Online Multiple Choice Test
Knowledge		
K3	Safe operation of a relevant farm vehicle	Online Multiple Choice Test Observation of a practical task Professional Discussion
Knowledge		
K4	Relevant animal welfare codes of practice (including five freedoms), legislation and company policies	Online Multiple Choice Test Observation of a practical task Professional Discussion
Knowledge		
K5	Importance of relevant record keeping systems and storage	Online Multiple Choice Test
Knowledge		
K6	Awareness of input costs, cost of production and margins	Online Multiple Choice Test
Knowledge		

K7	Awareness of key performance indicators (farm and industry averages)	Online Multiple Choice Test
Knowledge		
K8	High standards of hygiene and biosecurity	Online Multiple Choice Test Observation of a practical task Professional Discussion
Knowledge		
K9	Signs of ill health and welfare issues and the action required to mitigate (including referrals where appropriate)	Online Multiple Choice Test Observation of a practical task Professional Discussion
Knowledge		
K10	Safe use of veterinary medicines, including the importance of correct dosage / application of antibiotics and anthelmintics	Online Multiple Choice Test
Knowledge		
K11	Breed differences and characteristics	Online Multiple Choice Test
Knowledge		
K12	Environmental needs of the animals including housing and accommodation and the impact of any change	Online Multiple Choice Test
Knowledge		
K13	Correct feed and water for relevant livestock and growth stage	Online Multiple Choice Test

Knowledge		
K14	Production cycle of livestock	Online Multiple Choice Test
Knowledge		
K15	Correct procedures for breeding, feeding, handling, selection, moving and transporting of livestock to include appreciation of animal needs and behaviours in a variety of circumstances	Online Multiple Choice Test
Knowledge		
K16	Impact of stockpersons behaviour on livestock	Online Multiple Choice Test
Knowledge		
K17	Security procedures for the unit	Online Multiple Choice Test
Knowledge		
K18	Safe and effective maintenance of equipment	Online Multiple Choice Test Observation of a practical task Professional discussion
Knowledge		
K19	Importance of good environmental practice	Online Multiple Choice Test
Knowledge		
K20	Procedures for maintaining sufficient stocks	Online Multiple Choice Test
Knowledge		
K21	How technology can assist business efficiency	Online Multiple Choice Test

Knowledge		
K22	Customers' and assurance scheme requirements	Online Multiple Choice Test
Knowledge		
K23	Supply chains in which they are working	Online Multiple Choice Test
Skills		
S1	Promote and maintain health, safety and security both personally and across the site including correct first aid responses	Observation of a practical task
Skills		
S2	Use appropriate technology to support your role	Observation of a practical task
Skills		
S3	Keep accurate records relevant to job role	Observation of a practical task
Skills		
S4	Prepare and operate machinery and other equipment for safe and efficient use	Observation of a practical task
Skills		
S5	Implement and monitor site bio-security (including isolation) as per farm plan	Observation of a practical task
Skills		
S6	Prepare accommodation for incoming livestock including cleaning and disinfecting	Observation of a practical task
Skills		
S7	Monitor and maintain the health and welfare of livestock	Observation of a practical task
Skills		

S8	Administer treatments, where appropriate, as per farm health plan	Observation of a practical task
Skills		
S9	Competently operate (to certified level) a relevant vehicle used in the business	Observation of a practical task
Skills		
S10	Feed stock according to instruction	Observation of a practical task
Skills		
S11	Assess the condition and behaviour of animals at feeding	Observation of a practical task
Skills		
S12	Provide water of sufficient quality and quantity	Observation of a practical task
Skills		
S13	Prepare livestock and facilities for transfer as appropriate	Observation of a practical task
Skills		
S14	Handle and restrain livestock in a safe and appropriate manner	Observation of a practical task
Skills		
S15	Move animals without causing undue stress	Observation of a practical task
Skills		
S16	Identify signs of heat	Observation of a practical task
Skills		
S17	Monitor and maintain livestock during pregnancy	Observation of a practical task
Skills		

S18	Monitor and maintain the care of livestock during and after birth with assistance where appropriate	Observation of a practical task
Skills – Pigs		
S(P)1	Identify animals appropriately	Observation of a practical task
Skills		
S(P)2	Store and use livestock semen appropriately	Observation of a practical task
Skills		
S(P)3	Carry out Artificial insemination on livestock/supervise natural mating	Observation of a practical task
Skills		
S(P)4	Administer relevant treatments to animals such as vaccination and euthanasia	Observation of a practical task
Skills		
S(P)5	Assess/respond to ventilation needs	Observation of a practical task
Skills – Dairy		
S(D)1	Prepare livestock for and carry out milking	Observation of a practical task
Skills		
S(D)2	Recognise mastitis and respond appropriately	Observation of a practical task
Skills		
S(D)3	Assess lameness and respond appropriately	Observation of a practical task
Skills		
S(D)4	Carry out calf disbudding	Observation of a practical task
Skills		
S(D)5	Identify animals correctly (including tagging procedures)	Observation of a practical task

Skills – Beef		
S(B)1	Identify animals correctly (including tagging procedures)	Observation of a practical task
Skills		
S(B)2	Assess lameness and respond appropriately	Observation of a practical task
Skills		
S(B)3	Carry out calf disbudding	Observation of a practical task
Skills – Sheep		
S(S)1	Prepare for shearing/wool handling	Observation of a practical task
Skills		
S(S)2	Carry out crutching	Observation of a practical task
Skills		
S(S)3	Identify animals correctly (including electronic identification device tagging procedures)	Observation of a practical task
Skills		
S(S)4	Assess lameness and treat as appropriate	Observation of a practical task
Skills		
S(S)5	Carry out tail docking and castration as appropriate	Observation of a practical task
Behaviours		
B1	Have a strong work ethic including pride in work, attention to detail, integrity, honesty, time management, loyalty and respect for others	Observation of a practical task Professional discussion
Behaviours		
B2	Positive attitude, motivated, dependable, ethical, responsible, flexible and reliable	Observation of a practical task

		Professional discussion
Behaviours		
B3	A willingness to learn and contribute to their own continuing professional development	Professional discussion
Behaviours		
B4	Provide high standard of welfare to the livestock under their care and be accountable for their own actions	Observation of a practical task Professional Discussion
Behaviours		
B5	Able to adapt to change in conditions, technologies, situations and working environments	Professional discussion
Behaviours		
B6	Willingness to accept changing priorities and work patterns when new jobs need to be done, or requirements change	Professional discussion
Behaviours		
B7	A clear and effective communicator	Observation of a practical task Professional discussion
Behaviours		
B8	Able to give/receive information accurately, timely and in a positive manner	Professional discussion
Behaviours		
B9	Work and contribute effectively in a team	Professional discussion
Behaviours		
B10	Ability to work on own initiative and know when to seek help when appropriate	Professional discussion
Behaviours		
B11	Work proactively with internal and external people to achieve positive outcomes	Professional discussion
Behaviours		
B12	Embrace a safety culture and apply proactively to self, colleagues and visitors	Professional discussion