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Lockdown and Beyond for IMI End Point Assessments

Will be starting in a few minutes

Panellists



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Agenda

- Introduction
- SEPA Registrations...QLMS API
- Update on booking process and the current acceptance of EPA booking regarding Functional Skills
- IMI review of notification regarding EPA bookings to help centres facilitate EPA quicker
- Agreed adoptions for assessments
- Facility Risk Assessments
- Success Stories during lockdown
- Q&A – please send through
- Finish

Current Position

- Supported IMI Centres with Apprenticeship Standards transition since 2015
- Been an EPAO since 2016
- Currently approved for 18 Apprenticeship Standards
- First Apprentices registered with IMI in 2016
- First EPA delivered in 2018
- c8,000 Apprentices now registered for EPA
- Delivered over 100 EPA events
- Assessed c400 Apprentices so far
- c1,500 Apprentices expected for EPA in 2020
- Strong partnerships for assessors and facilities

IMI's EPA Booking System update

Smart EPA (SEPA)

- From the 29th June 2020, any apprentice(s) registered on an EPA package through [Webportal2](#) will automatically register into [SEPA](#)!
- What are the benefits of this?
 - Be EPA Gateway ready!
 - Update and manage apprentice information on one system only! Section 4.2 operating manual
 - Speeds up the EPA Booking Process



IMI's EPA Booking System update Smart EPA (SEPA)

What's changed?

- Additional mandatory fields added to WebPortal2 for registration
- User restrictions on SEPA for Centre's
- Update and maintain apprentice/employer detail in WebPortal2
- Updates to SEPA user guidance and WebPortal2 Apprenticeship Standard Registration Guidance document



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IMI's EPA Booking System update Smart EPA (SEPA)

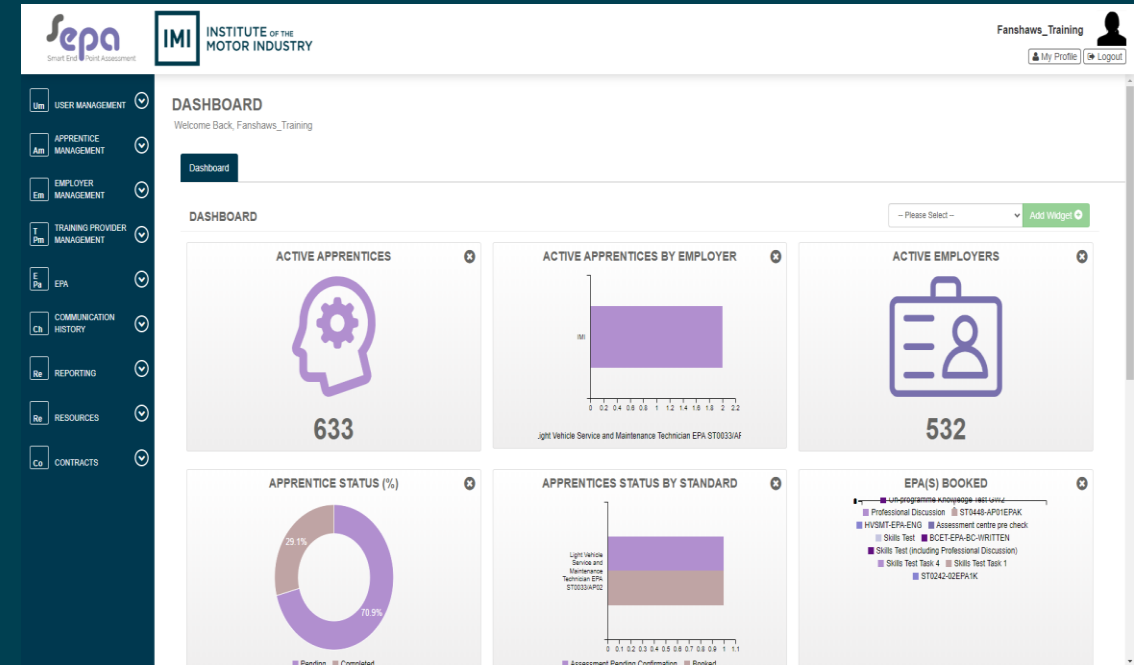
What's next?

We will be working towards....

- Getting all existing EPA registered apprentices enrolled into SEPA
- Creating user accounts for all Centre's engaged with Apprenticeship Standards
- Further developments to enhance user experience – keep updated with the latest on our website:

<https://awarding.theimi.org.uk/Centres/IMI-Smart-EPA-Developments>

If you are nearing EPA imminently contact epa@theimi.org.uk for more details on the booking process



EPA & Calculated FSQ – Flexibilities

What is the Flexibility?

- Re-sequencing of EPA process to enable gateway to be passed and EPA to be taken before FSQ calculated result - IfATE

Who will this apply to?

- all apprentices due to take an FSQ test and receive a result between 20 March and 31 July;
- those apprentices that are deemed by their training provider to have the required level of functional skills and sufficient evidence to demonstrate this to receive a calculated FSQ pass; and
- occupationally competent apprentices at gateway who are ready to progress to sit their EPA

Note: all other pre-requisites for EPA gateway must still be met!

Temporary flexibility for employers

We are temporarily suspending the funding rule that states that an apprentice must have the approved level of FSQs in English and maths before gateway.

Your apprentice should be deemed to be occupationally competent by you and the employer, as outlined in the IfATE guidance.

- have finished all of their training
- are deemed by you to have the necessary functional skills and sufficient evidence to demonstrate this to receive an FSQ pass
- have reached gateway and are deemed to be occupationally competent by you and the employer, as outlined in the IfATE guidance

Temporary flexibility for EPAOs

We are temporarily suspending the EPAO conditions of approval that require an apprentice to confirm that an apprentice has reached the appropriate level, before passing the EPA.

Temporary flexibility for training providers

We are temporarily suspending the funding rule that states that an apprentice must have the approved level of FSQs in English and maths before gateway.

1: The apprentice should be allowed to progress to sit the EPA if they:

- have finished all of their training
- are deemed by you to have the necessary functional skills and sufficient evidence to demonstrate this to receive an FSQ pass
- have reached gateway and are deemed to be occupationally competent by you and the employer, as outlined in the IfATE guidance

EPA & Calculated FSQ – Flexibilities

Role and Responsibilities:

- ESFA have released clear roles and responsibilities for Apprentice, Training Provider, Employer and EPAO - <https://www.gov.uk/guidance/apprenticeship-gateway-and-resits-for-end-point-assessment-epa>

Key points for Training Provider:

- Must explain to the apprentice that if they pass their EPA, they will not be able to achieve their apprenticeship until there is confirmation that they have also passed their FSQ. You should explain that they will need to do further training if they fail their FSQ.
- Update ILR outcome field as usual with 'learning activities are complete but the outcome is not yet known' – triggers payment for EPA
- Update ILR to 'completed' and notify IMI (EPAO) of the result as soon as possible

EPA & Calculated FSQ – Flexibilities

IMI's (EPAO) will:

- Accept EPA bookings under this flexibility
- Release results of overall EPA grade as usual process to Training Provider, Apprentice and Employer
- Make all parties aware, we will process certificate claims for any overall grades equivalent to a pass or above to ESFA only once the FSQ calculated grade is confirmed by Training Provider
- Keep track of apprentices that are outstanding their FSQ calculated grade via checklist in SEPA

EPA booking/schedule

- Current EPA booking/schedule
- ESFA guidance
- Implementation of new booking/schedule
- Pre booking/schedule checks

Links:

[IMI Ops Manual](#) (login required)

[Light Vehicle support materials AP03](#)

9.0 APPRENTICESHIP STANDARDS

9.1 Automotive Retail Motor Vehicle Service and Maintenance Technician (Light Vehicle) ST0033/AP02 (Iss11 - Jan20)

9.1a Motor Vehicle Service and Maintenance Technician (Light Vehicle) ST0033/AP03 (Iss7 - Mar20)

9.2 Heavy Vehicle Service and Maintenance Technician ST0068/AP01 (Iss7 - Jan20)

9.3 Bus and Coach Engineering Technician ST0067/AP01 (Iss8 - Jan20)

9.4 Autocare Technician ST0499/AP01 (Iss5 - Jan20)

9.5 Customer Service Specialist ST0071/AP01 (Iss5 - Jan20)

9.6 Customer Service Practitioner ST0072/AP02 (Iss5 - Jan20)

9.7 Team Leader Supervisor Apprenticeship Standard ST0384/AP02 (Iss5 - Jan20)

9.8 Land-based Service Engineer ST0242/AP02 (Iss4 - Mar20)

9.9 Land-based Service Engineering Technician ST0243/AP03 (Iss4 - Jan20)

9.10 Operations/Departmental Manager ST0385/AP02 (Iss2 - Jan20)

9.11 Motor Finance Specialist ST0474/AP01 (Iss2 - Jan20)

9.12 Vehicle damage panel technician ST0403/AP01 (Iss2 - Jan20)

9.13 Vehicle damage paint technician ST0448/AP01 (Iss2 - Jan20)

9.14 Vehicle damage mechanical, electrical and trim (MET) technician ST0449/AP01 (Iss2 - Jan20)

9.15 Motorcycle Technician (Repair and Maintenance) ST0376/AP02 (Iss2 - Jan20)

MOTOR VEHICLE SERVICE AND MAINTENANCE TECHNICIAN (LIGHT VEHICLE) (ST0033/AP03)

Centres can apply for this standard today.

Important Notice: EPA Skills Assessment Re-sit/Re-take - Please be advised that we have received an update from RMISC, our EQAP for Light Vehicle Standards;

- ▶ 'A re-sit does not require further learning, whereas a re-take does.'
- ▶ 'The apprentice's employer will need to agree that a re-sit/re-take is an appropriate course of action.'
- ▶ 'To achieve a pass grade for the Skills Test, all grade descriptors must be demonstrated at a minimum of pass. Any fail grading will lead to an overall fail of the Skills Test.'

Therefore, where a grade descriptor has been marked as failed, we would request that the candidate's employer needs to authorise a re-take or re-sit, based on a 'supportive action plan,' the candidate will need to re-sit or re-take the Skills Test in full.

OVERVIEW

Written by employers within the automotive retail industry, the Motor Vehicle Service & Maintenance Level 3 Apprenticeship Standard is suitable for aspiring technicians. Learn to service and repair light vehicles, replace components, solve complex faults, use diagnostic methods and equipment, as well as a whole array of other skills.

Designed with different learning styles in mind, IMI's solution ensures apprentices are fully engaged and prepared for their End-Point Assessment (EPA). The new standard replaces the outgoing SASE level 3 framework and attracts government funding.

ROLE

A motor vehicle technician services and repairs light vehicles, working in either a dealership that focuses on a particular manufacturer, or for an independent garage. Working on all systems found within the vehicle, the nature of the work ranges from replacing simple parts, right through to diagnosing and rectifying complex faults with the use of diagnostic methods and equipment.

DURATION 36 MONTHS

FOR THIS QUALIFICATION

- ▶ Gateway 1: AS-LVSMT-GW1-AP03
- ▶ Gateway 2: AS-LVSMT-GW2-AP03
- ▶ EPA Gateway: AS-LVSMT-GW3-AP03
- ▶ EPA: AS-LVSMT-EPA-AP03

DOCUMENTS

- [Apprenticeship Standard](#)
- [Assessment Plan](#)
- [Training Specification/Occupational Brief](#)
- [Assessment Criteria](#)
- [Supporting Content for Assessment Criteria](#)
- [Tooling and Resource List](#)
- [Employer and Workplace Mentor Guidance](#)
- [Apprentice Guidance](#)
- [Training Organisation Guidance](#)
- [GW1 Apprentice Practical Assessment Pack](#)
- [GW1 Assessor Practical Assessment Pack](#)
- [GW2 Apprentice Practical Assessment Pack](#)
- [GW2 Assessor Practical Assessment Pack](#)
- [Professional Discussion Guidance](#)
- [EPA Readiness Tri-Party Agreement Example](#)
- [Phase 1 SoW & Practical Support Material](#)
- [Phase 2 SoW & Practical Support Material](#)
- [Phase 3 SoW & Practical Support Material](#)



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Flexibilities for EPA assessments

- EPA with flexibilities
- Flexibilities review
- EPA schedule
- Assessment window
- Skills observations (technical)
- IMI EPA facilitation

Links:

[IMI EPA update](#)

[IfATE](#)

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EPA update
Available EPA activity

What End Point Assessment Activities are available?

[IMI overview](#)

After further review and consultation with the IfATE and Ofqual, approval has been granted to use an alternative assessment method for the Customer Service Practitioner L2 & the Customer Service Specialist L3.

[What EPA events are available?](#)

Assessments can now be taken in **any order** and the apprentice **does not** have to pass the knowledge assessments prior to undertaking further assessment types.

The professional discussion **can be taken** at any agreed location via the IMI SEPA system, the apprentice will require access to the internet plus I.T. equipment that incorporates video and microphone (full guidance is provided by the IMI).

The remotely invigilated knowledge assessment **can be taken** at any agreed location (full guidance is provided by the IMI). An IMI invigilator will conduct and manage the assessment throughout, the apprentice will be given a link and guidance documents prior to the assessment including I.T. requirements

[EPA assessment types currently available](#)

Apprenticeship Standard	Reference	EQAP	EPA assessment method 1	EPA assessment method 2	EPA assessment method 3	EPA assessment method 4	EPA assessment method 5

Effective Date:

27/04/2020

Doc. Owner:

EPAM

Issue:

2

Risk Assessments

- How are IMI looking after their EPA team
- Risk Assessments
- Signing a register
- Your Risk Assessment
- How to get the risk assessment to the IMI



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Good news in EPA

- The IMI have still been carrying out EPA
- The format has been well received
- The results are looking good



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Motor Finance Specialist

“ The IMI’s practical and sensible approach to digitisation has meant that businesses like us who are already using digital technology can work with them efficiently even through these difficult times. As always the IMI continues to listen and understand the needs of our sector and the businesses within it, supporting us all when we really need it.”

- Sabina Hegarty - Managing Director, Calibre Group



“ Completing the first EPA event for Motor Finance Specialist using remote technology was perfect. The remote system worked fantastically and allowed the EPA to take place. The Apprentice was well prepared and very professional. I felt technology usage really enhanced the experience for all involved in the EPA.”

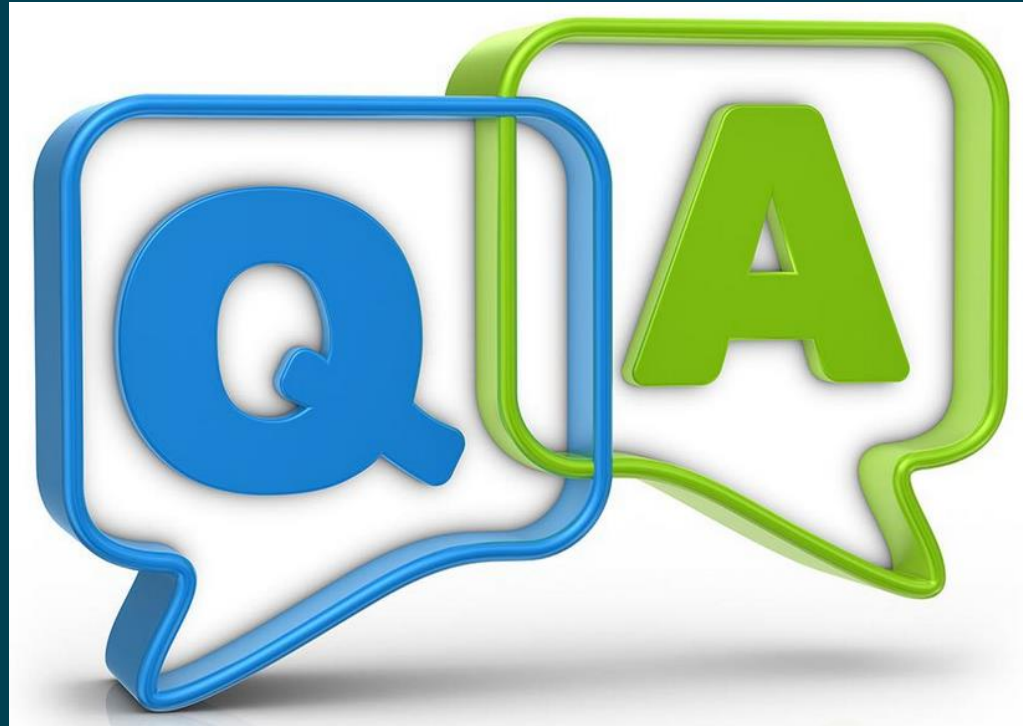
- H Gladden Porter – IMI ITO



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Q&A

Please submit your questions in the Q&A box



Useful links

- IMI COVID-19 Hub

www.theimi.org.uk/landing/covid-19/

- Government Info

<https://www.gov.uk/coronavirus>

- EPA Flexibilities

<https://www.theimi.org.uk/landing/covid-19/documents/EPA-update-150520.pdf>



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Useful links for Risk Assessments

- Guidance for Further Education providers

<https://www.gov.uk/government/publications/coronavirus-covid-19-maintaining-further-education-provision/maintaining-education-and-skills-training-provision-further-education-provide>

- Implementing protective measures in education and childcare settings

<https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings>



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Special thanks to our panellists

Thank you for joining us.



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