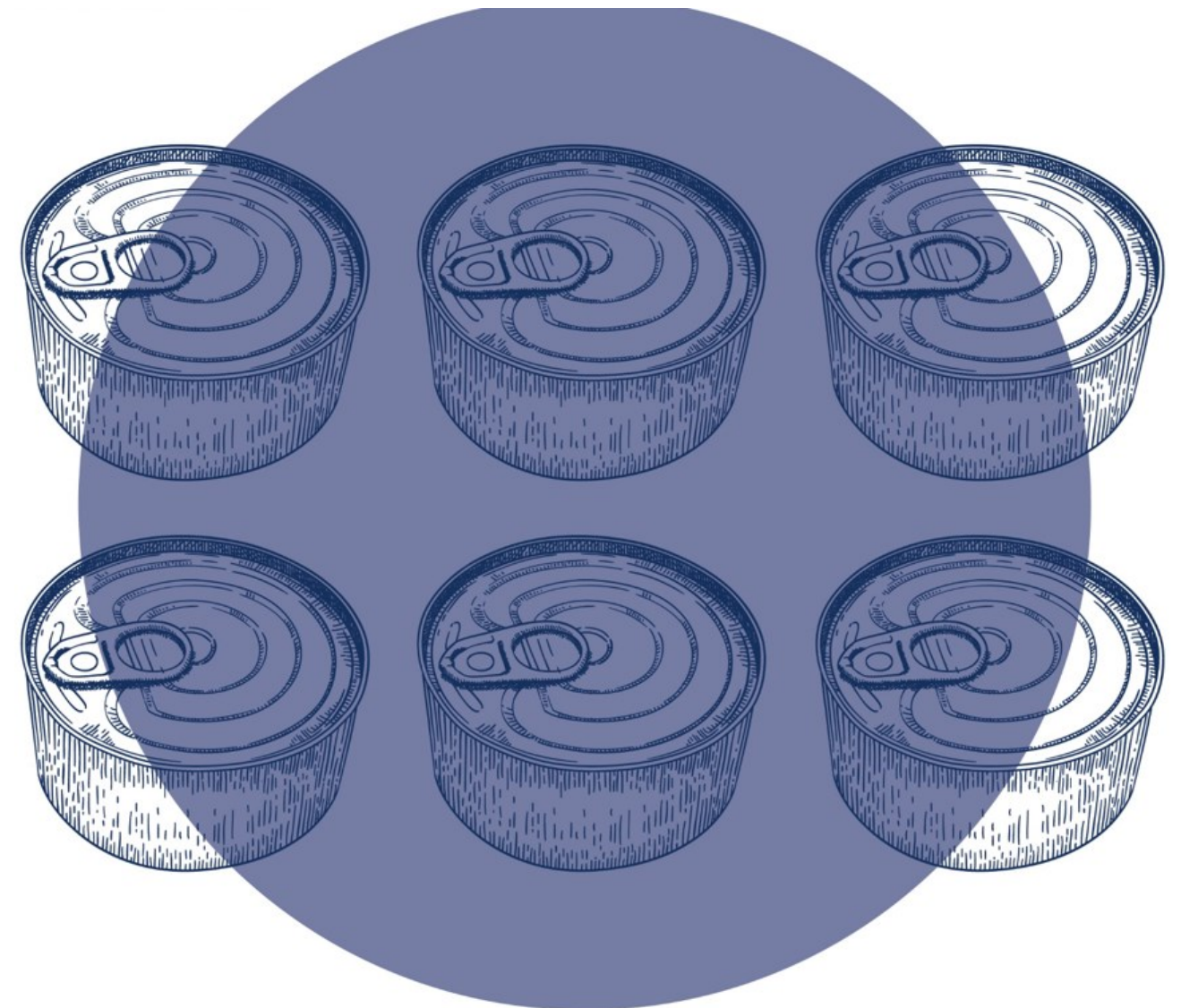


Level 3 End-point Assessment for Food and Drink Maintenance Engineer

ST0195 V1.1

Apprentice Guide



Version 1.1 from 4th July 2022



If you would like more information please contact FDQ, our friendly team will be happy to help.

FDQ, Pure Offices

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FDQ Level 3 End-point Assessment for Food & Drink Maintenance Engineer ST0195 V1.1 for apprentices who started from July 2022

What is the EPA?

The EPA is the final part of your apprenticeship. It is important so prepare well for it! It is designed to confirm you have the skills, knowledge and behaviours needed to become a qualified Food & Drink Maintenance Engineer.

Are you ready for your EPA?

Check that you have completed these Gateway requirements to start your EPA.

- ✓ A completed level 3 Diploma in Food & Drink Engineering Maintenance
- ✓ Level 2 Functional Skills in mathematics or GCSE in mathematics
- ✓ Level 2 Functional Skills in English or GCSE in English
- ✓ A Gateway Declaration Form signed by you, your employer and training provider to confirm readiness for EPA

EPA Gateway—Portfolio of Evidence

One of your EPAs is an interview that is supported by a portfolio of evidence. The portfolio will contain 10 x discrete pieces of evidence showcasing your knowledge, skills and behaviours and uploaded at gateway.

FDQ will provide you with a full list of evidence sources in the lead up to arriving at gateway

Remember!

Your employer and trainer won't enter you for the EPA unless they are sure you are ready and confident to take your EPA.

Practise for your EPA

The EPA is your chance to prove you have the knowledge, skills and behaviours to be a qualified Brewer.

Make sure you practise for it!

What to take to the EPA day

- ✓ Your ID (Photographic evidence e.g. passport or driving license)

Reasonable Adjustments

Your employer must inform FDQ if you need any reasonable adjustments for your EPA; for example extra reading time or instructions in larger font. Make the request for adjustments when your employer requests your EPA test.

FDQ is committed to supporting all apprentices and ensuring the EPA experience is conducted in a fair and reliable way

See the FDQ Arrangements for Reasonable Adjustments policy at: www.fdq.org.uk

Timeline

FDQ will send details of the date and time for each of your EPA components to your employer.

Your employer will agree the work-based project that you will be required to complete within the three months EPA period.

FDQ's EPA Manager will send your observation plan to your employer at the start of the three month EPA period to help you prepare.



What you have to do for your EPA

1	Observation with questions	The observation with questions must take 4 hours.	Conducted in the workplace the observation will include a range of engineering and related maintenance activities	Graded Fail/pass// distinction
2	Interview underpinned with a portfolio of evidence	Time allowed 90 minutes	The apprentice and examiner will use the portfolio of evidence supplied at gateway to underpin this EPA	Graded Fail/pass// distinction
3	Written Test	Time allowed is 120 Minutes	The test comprise 15 long written questions/response of typically 1-2 paragraphs, around 100 words.	Graded Fail/pass
4	Multiple Choice Test	Time allowed is 60 minutes	The Knowledge test comprises 40 MCQs	Graded Fail/pass

See the Employer and Training Provider Handbook for sample tests and more information about the assessments, as well as sample specifications for the project.

What happens after?

FDQ will confirm the final results, including a grade for the EPA to your employer/training provider within 21 Days of the final EPA session.

When you pass your EPA

You will receive a statement of your results, including a grade, from FDQ.

The Education and Skills Funding Agency (ESFA), on behalf of the Institute for Apprenticeships and Technical Education will send your Apprenticeship certificate to your employer.

Congratulations!

If you don't pass your EPA

If you fail one or more of the EPAs you can take a re-sit or a re-take. You will agree if a re-sit or re-take is appropriate. A re-sit does not need further learning, whereas a re-take does.

Your provider will draft a supportive action plan to prepare for a re-sit or a re-take and timescale will be agreed. A re-sit is typically taken within 2 months of the EPA outcome re-training is typically taken within 4 months.

The apprentice will get a maximum EPA grade of pass for a re-sit or re-take, unless the EPAO determines there are exceptional circumstances.

The FDQ Promise

FDQ want you to do well and promise your EPA will be:

Clear – so you understand what you have to do on the day.

Supportive – we give your employer and trainer lots of information in the Employer and Training Provider Handbook that will help you prepare for your EPA– make sure you use it!

Fair – our Independent Examiners (IEs) are industry professionals trained to be fair, reliable and to give you every opportunity to succeed.

Consistent – after your EPA, your examiner will submit a recommended grade which will be moderated at FDQ HQ for Quality and Assurance purposes

Responsive—We always try to be as quick as possible to issue your results and / or arrange for any re-sit scenario.