

In order to carry out end point assessment, assurers must first be approved by SIAS and be listed on this register. The rules regarding who can perform end point assessment are set out in the published Assessment Plan for an apprenticeship standard.

### ***Registered external assurer standard criteria***

There are seven types of end assessment activity covered by the registered external assurer standard:

- A. Review of the behaviours evaluation log.
- B. Observation and verification of the assessment of an apprentice's performance in the synoptic assessment test (level 3 standards).
- C. Assurance of the synoptic assessment test process (level 3 standards).
- D. Assessment of an apprentice's performance in the workplace synoptic project presentation (higher level standards).
- E. Assurance of workplace synoptic project presentation (higher level standards).
- F. Leading the vocational competence discussion.
- G. Invigilating the scenario case study.

Anyone responsible for these end assessment activities must be on a register held by SIAS. The register must confirm the evidence that the external assurer meets the registered external assurer criteria.

**Registered External Assurer Standard Criteria**

- ✓ Any current UK qualifications for workplace vocational assessors  
or  
Cogent Workplace Competence Assessor Award

plus

- ✓ Vocationally competent with recent continuing professional development  
and/or  
Professionally registered

plus

- ✓ SIAS induction

A registered external assurer must hold a current UK qualification for workplace vocational assessors or a Cogent Workplace Competence Assessor Award.

Registered external assurers must be competent in the occupation they are assessing. This is shown through the external assurer having achieved a relevant qualification at a

level equivalent to or higher than the level of the apprenticeship standard being assessed; or by holding professional recognition at a level equivalent to or higher than the registration level of the apprenticeship standard being assessed.

Registered external assurers must be able to demonstrate they possess practical and up-to-date knowledge of current working practices appropriate to the sector in which they are carrying out assessment practice. There may be a requirement to hold additional specialist training or security clearance as required by the industry sector e.g. nuclear.

## Registration

In order to become a registered assurer, evidence must be presented to SIAS which shows that the individual is capable of making relevant judgements about a learner's vocational competence. All registered assurers must undergo a SIAS induction and demonstrate a working knowledge of the Apprenticeship Standard(s).

SIAS will hold on file evidence of the following for all assessors:

- A current, relevant qualification for workplace assessors or the Cogent Assessor Gold Standard Award
- Vocational competence
- Professional Registration (if applicable)
- Evidence of CPD
- Geographical work area
- Contact details
- Records of QA observations
- Signed induction record

Membership of this register will be for twelve months, after which a review will take place to ensure that the assessor has kept up to date with industry practice and knowledge. In addition assurers will be observed/monitored to ensure that their assessment is of an acceptable standard.

All personal details will be kept in a secure storage system and SIAS will adhere to the Data Protection Act 1998 at all times.

As part of the induction process assurers will be provided with the necessary information and documentation needed to carry out the role.

For information on how to become a registered assessor please contact SIAS

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