Assessment schedule: Skill Standard 40551

Learners must complete a BCATS project to be awarded this skill standard. Examples of suitable level 2 projects can be found in the BCATS Programme Guidance document.

Assessment decisions should only be made when the project is completed and sufficient evidence has been gathered.

The schedule below shows the evidence required for assessment criteria in the skill standard, guidance for the teacher and judgement statement/s. **Note:** teacher observations and comments made in the assessment resource serve as key evidence requirements for each skill standard. All guidance below is intended to support the teacher's observations/comments.

Learning outcome	**Evidence required**	**Teacher guidance** (to be used in accordance with commentary in the Programme Guidance document)	**Judgement statement**
Apply controls to maintain a safe BCATS environment.	Floor plan of the workplace drawn or attached with work areas specified and hazards highlighted.	Floor plan that clearly shows all areas of the workplace (e.g. processing area, storeroom) is to be provided. All relevant hazards that could affect the learner or others in each area are to be identified. They are not required to identify a minimum number of hazards; rather, the learner should include hazards that were identified as relevant to their own workplace.	Evidence must meet the minimum of Achieved criteria as outlined in the BCATS Programme Guidance document – SS 40551. Comments related to the award of higher grades must reflect commentary in the Programme Guidance.
	All information in the Identify controls worksheet completed for identified hazards.	Each hazard identified in the Identify hazards assessment activity is to have appropriate PPE listed and controls that are practicable in the learner's workplace.	
	Record of controls used during the project process to make sure safety was followed.	Record must clearly indicate the controls (including PPE) used throughout the project to ensure safety was always followed.	
	Record of storage procedures for tools, equipment, and materials.	Record must include notes about how tools/equipment/machinery were stored appropriately to avoid wear and damage.	
	Maintenance record completed (based on the process at the learner's school/ organisation (optional).	If a report is provided, it must include the type of tool/equipment/machinery, date, repair carried out, and who was responsible.	
	Copy of the project brief.	The project brief is provided as a means of recognising the intended project and comparing it with the end product.	