

The what, how, why, where, when of EPA@OAL

What is EPA?

End-point assessment (EPA) is an holistic and independent assessment, designed to test whether an apprentice has gained the skills, knowledge and behaviours outlined in the relevant standard, and it grades the apprentice according to their performance. EPA must be carried out by an end-point assessment organisation which is listed on the register of end-point assessment organisations.

An end-point assessment will consist of a number of elements that could include a combination of the following:

- an observation
- knowledge tests
- a project
- a presentation
- a professional discussion
- a portfolio.

The requirements of each end-point assessment will be set out in the assessment plan for the specific standard that the apprentice is undertaking.

It is important to realise that apprentices:

- are not able to achieve an apprenticeship without satisfying all requirements in the assessment plan including EPA;
- can fail and there is a limit to the number of re-sits

Further details about standards and their accompanying assessment plans can be found here: <https://www.gov.uk/government/collections/apprenticeship-standards>

Who can deliver EPA services?

EPA must be delivered by an independent end-point assessment organisation. An end-point assessment organisation must be officially approved as such by the Education and Skills Funding Agency (ESFA) on behalf of the Institute for Apprenticeships (IfA).

How do I find an approved EPA organisation?

Approved EPA organisations will appear on the Register of End Point Assessment Organisations, the link to this is below:

<https://www.gov.uk/government/collections/register-of-apprentice-assessment-organisations>

Is OAL an approved EPA organisation?

Yes!

Over the last year we have been developing our capability to ensure that we are in a position to deliver a robust, quality and expert EPA service.

We are approved to deliver EPA for many standards – particularly those which support the food & drink and furniture manufacture and wood industries.

To find out which standards OAL offers EPA for, please visit www.oawards.co.uk/epa/

Why should I choose OAL?

Our service combines the rigor, authority and expertise of an awarding organisation with the flexibility, efficiency and commercial awareness of a private commercial business.

Our EPA service is built around the core principles we use to run out awarding organisation business, meaning it is therefore based upon 5 key principles:

1. Validity
2. Robustness
3. Expertise
4. Quality
5. Flexibility

We have therefore crafted an EPA service which will work as seamlessly as possible with your business, whilst also meeting the needs of your apprentice. Having listened to our customers and potential customers we are happy to say that those using our EPA service will be able to take advantage of the following:

- a robust, effective and efficient end-point assessment service
- unrivalled support from an expert industry team
- high quality documentation to support employer, training provider and apprentice at every stage of the apprenticeship journey
- a smooth transition between qualification achievement and EPA

- independent end-point assessors - qualified, experienced and known within their field of expertise
- flexible but rigorous assessments which can be tailored to meet the needs of your business
- a seamless registration and booking service which will allow you to book assessments to fit in with your schedule

You can be assured that we are experts in the development and provision of assessment and that the EPA you access has been written in-house by our team of experts.

Your OAL team has come together to provide you with an expert service in every sense.

Can you tell me in detail what EPA support OAL offers employers, training providers and apprentices?

Expert support

Expert support is available throughout the process to ensure that all parties: employer, provider and apprentice understand the requirements of EPA.

The apprentice and their journey is central to EPA@OAL so we have ensured that you and they feel supported during the delivery of their apprenticeship and not just at end-point assessment.

Support documentation

We have developed a raft of documentation to help guide and support you in preparing your apprentice for EPA.

Document	Description
EPA requirements and guidance	
EPA handbook	This document. Designed to give you an overview of the EPA requirements at OAL
Apprenticeships at OAL	Standards available for EPA at OAL.
Apprenticeship standard handbook	Designed for delivery personnel to give an in-depth overview of the requirements of each standard
OAL portal user guide	A guide to our online portal.

Employer support	
Employer toolkit: presentation	Presentation with detailed notes designed for employers to cascade information about EPA and changes in apprenticeships within their business.
Employer toolkit: comparison table	A comparison table for employers to use to explain the changes.
Preparation for EPA	
Apprentice handbooks, incorporating test specifications	Handbooks designed for the apprentice to support each standard that OAL offers. Designed to cover the induction of their apprenticeship, details of IAG, English and mathematics, behaviours, wider learning, mandated qualification requirements and EPA test specifications.
Sample professional discussion questions	Sample bank of questions that can be used to prepare apprentices for the professional discussion.
Sample knowledge test questions	Sample bank of questions that can be used to prepare apprentices for the knowledge test.
EPA sample assessment records	A copy of the EPA assessment records that OAL will use during EPA.
Learner tips and exams, interviews and observations	Helpful tips for learners on how to prepare for the different EPA components.
EPA diagnostic – available early 2018	A web-based diagnostic tool designed to test an apprentice at the start and during of the apprenticeship to test the starting point and progress against EPA requirements. Available as an app and suitable for apprentices. Available via a licence.
IQA and moderation templates	Templates designed to support the IQA and moderation of OAL graded qualifications that support EPA. Suitable for providers and available on our portal

Policies and procedures

We also of course have a large number of policies and procedures outlining how we manage various situations, these are available via our portal and online. They range from administration, to complaints to data protection and conflicts of interest.

Additional support

OAL is proud to have an extensive support network and offers the following additional support to all its customers.

Additional support available	Description
Introducing our products and services	We offer all customers free support in understanding our systems, training on the use of our portal and online testing platforms, overview of apprenticeships, our qualifications, EPA, contracting and understanding how to access the support at OAL.
EPA induction	Available to all EPA customers is the chance to have OAL support in the induction of apprentices to their apprenticeship programme. This typically forms a presentation to apprentices on the requirements of and preparation for EPA.
In-programme advisory support	Support for you to review the progress of the apprenticeship programme with a view on the progress of the apprenticeship, qualification and preparation for EPA.
Conferences, workshops and CPD events	OAL runs free events to support the implementation of apprenticeship standards and preparation for EPA. These are published on the OAL website and in our newsletter, so watch out for one which supports your programme.
Assessment, apprenticeship and qualification expertise	At OAL we have an enviable team of apprenticeship, qualifications and assessment experts. The team is always on hand to support you and your apprentices on all aspects of delivery, quality assurance, assessment and preparation for EPA.

How much does EPA@OAL cost?

The EPA costs vary according to the end-point assessment requirements outlined in each apprenticeship standard.

Please contact us to find out the prices for end-point assessment for the apprenticeship standard you are working on.

info@oawards.co.uk or 01235 432032.

How do I get started?

Simple.

Call or email us and we will help you to get started.

info@oawards.co.uk or 01235 432032.