

End-point Assessment

What to Expect – The Training Provider

The End-point Assessment is the culmination of an apprentice's skills, knowledge and behaviours learnt during the on-programme stage (qualification) of their apprenticeship, which will enable them to successfully move forward into employment.

It will be a worrying time for an apprentice and as their training provider, it will be your job to ensure they are fully prepared for the End-point Assessment. Formative/mock End-point Assessments during the on-programme qualification will be important to help to them prepare.

The End-point Assessment is a trade test of skills and will require the apprentice to demonstrate their knowledge and behaviours they have gained during the on-programme stage of their apprenticeship. You will need to ensure they have had enough practice beforehand on each of the services and they are confident in their abilities.

The End-point Assessment for hairdressing and barbering are different:

The End-point Assessment for hairdressing is a maximum of a six-hour examination (excluding breaks) and consists of:

- Working on a minimum of two models
- One creative restyle and blow dry finish
- One hair-up style
- Two colour and/or lightened hair services
 - One woven highlights (minimum of a 'T' section)
 - One other colouring technique

The End-point Assessment for barbering is a maximum of a three-hour examination (excluding breaks) and consists of:

- Working on a minimum of two models
- Cutting two barbering looks
- Styling and finishing men's hair
- Two facial hair cuts
 - A full beard and moustache
 - A partial beard and moustache
- One full shaving service

The best support you can give your apprentice is;

- Encouragement and positivity. They will not be entered into the End-point Assessment
- Make them believe they can succeed and offer advice on how to handle their nerves

Introduce grading into their everyday training as soon as possible:

- If they do something exceptional reward them with telling them they are working at a distinction level
- If they do something safe and proficient, tell them they are working at a pass level
- If they do something unsafe or the skill is poor, be honest and tell them they are working at a fail level. If they know they can improve!

Use the grading criteria provided by VTCT to grade the apprentices. Pass this criteria to both the apprentice and the employer. If everyone understands the grading, there will be no surprises during the End-point Assessment.

The grading process is called a holistic approach to grading.

The table below explains what is meant by this:

Fail	Pass	Distinction
The apprentice demonstrates over the complete EPA* an unsafe and poor approach to hair services.	The apprentice demonstrates over the complete EPA* a safe and skilful approach to hair services.	The apprentice demonstrates over the complete EPA* a safe and skilful, creative, personalised and justified approach to hair services.

* EPA for Hairdressing will last 6 hours

* EPA for Barbering will last 3 hours

Practice, practice, practice is the answer to a successful End-point Assessment.

As the training provider, you are responsible for registering the apprentice for their End-point Assessment but this can only happen when; you, the employer and the apprentice agree the apprentice is ready for their End-point Assessment. It is your responsibility to ensure the learner has completed the on-programme stage of the apprenticeship (the qualification) and have achieved the relevant English and maths qualifications. Only then can a registration for the End-point Assessment be submitted.

You will be provided with a login to the End-point Assessment management system that VTCT has chosen to use – SEPA. This system will enable you to reserve, confirm and view results.

Once you have had confirmation of the date for the End-point Assessment ensure your apprentice knows the following:

- The time and date of their End-point Assessment
- The venue for their End-point Assessment
 - If the End-point Assessment is in an unfamiliar venue your apprentice will need familiarisation visits to ensure they are comfortable with the venue
- The tools and equipment they will need
- That their clients are suitable for the End-point Assessment and are available on the day
- What they are expected to demonstrate
- That their soft skills meet professional behaviour standards

The End-point Assessment will be carried out by an independent Apprenticeship Assessor who will be employed by an End-point Apprenticeship Organisation (VTCT). The Apprenticeship Assessor will be completely independent from yourself and the employer, so no conflict of interest can occur.

You and the employer cannot be present whilst the apprentice takes their End-Point Assessment.

After the End-point Assessment, your apprentice will want to talk about their experience and will look to you to provide a listening ear.

The Apprenticeship Assessor will provide the result and report to both employer/training provider within fourteen working days, via SEPA. Grades will not be provided to the assessor, employer or training provider on the day.

Liaise with the employer to ensure the apprentice gets to know their result as soon as possible. They need to achieve at least a pass to be able to achieve their apprenticeship.

If your apprentice should fail, ensure you support and encourage them and work with the employer to identify where they went wrong. You can re-book the apprentice's End-point Assessment although they will have to wait at least 28 days from their first attempt.

Use this time to feedback to the apprentice, help them practice their skills, fill any knowledge gaps they may have and ensure they are in the best position to pass second time around.