

LEVEL 3



Adaptations to Level 3 Applied
Certificates and Diplomas in
summer 2021

Subject Information Booklet

Adaptations to WJEC Level 3 Applied Certificates and Diplomas for assessment in summer 2020/21

Introduction

The coronavirus (COVID-19) pandemic resulted in lost teaching, learning and assessment time in Spring and Summer 2020. This disruption has continued in the autumn term due to localised lockdowns, individuals and classes quarantining and other circumstances where learners are not able to attend centres as they normally would.

The impact of this disruption varies between centres, depending on the qualifications that they offer and their approaches to teaching and learning, with some centres and subjects more affected than others.

Many courses will face compressed teaching time and that there will be a need to maximise the teaching time that is available. Where learners have experienced disruption to their teaching and learning time since March, centres may have to take steps to aid learners to 'catch up' on time away from their centre. Localised disruption and public health requirements, such as the use of social distancing measures, may affect how assessments take place.

There is a need to adapt some assessments in some subjects to mitigate disruption to teaching, learning and assessment and/or accommodate the impacts of any social distancing requirements or other public health guidance. We have worked with stakeholders to explore what mitigations might be necessary in summer 2021. This included consulting our centres on a range of proposed mitigations.

This document sets out the adaptations to our suite of Level 3 Applied Certificates and Diplomas for assessment in summer 2021. It replaces the document '*Proposed adaptations to WJEC Level 3 Vocational Qualifications*' which was published on the WJEC Secure Website for centres to access in October 2020.

The adaptations have been developed in line with the principles published the Extended Extraordinary regulatory framework: Vocational and Technical Qualifications, COVID-19 Conditions and Requirements (ExtVTQCov Framework) published by [Ofqual](#) and [Qualifications Wales](#).

For those qualifications that feature on school performance tables in England, we have also needed to ensure that the adaptations meet the additional requirements set out by the Department for Education (DfE). For this reason, we have not made any changes to the following characteristics of our Applied Certificate and Diploma qualifications:

- the balance of internal and external assessment
- synoptic assessment requirements
- the guided learning hours assigned to the qualification.

Arrangements for candidates who were part-way through an Applied Diploma qualification in summer 2020

Candidates who were part-way through an Applied Diploma qualification in 2020 and were entered for the Certificate units in Summer 2020 are entitled to a calculated result for these units. Therefore, candidates completing a Level 3 Applied Diploma in summer 2021 who were entered for Certificate units in Summer 2020 will not be required to complete these assessments in 2020/21, although they may choose to do so.

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Level 3 Applied Certificate and Diploma in Business

There are no changes to the taught content for this qualification. Centres should continue to deliver all teaching and learning required by the Specification. Adaptations have been made to the conditions under which some assessments are taken to provide more flexibility for centres and release additional time for teaching and learning.

Arrangements for candidates who were part-way through their Applied Diploma in Business in summer 2020

Candidates who were part-way through their Applied Diploma qualification in 2020 and were entered for the Certificate units in Summer 2020 are entitled to a calculated result for the Certificate units that would have been entered in Summer 2020. Therefore, candidates completing a Level 3 Applied Diploma in Summer 2021 who were entered for Certificate units in Summer 2020 will not be required to complete these assessments, although they may choose to do so.

Adaptions to assessment for Summer 2021

Unit 1: The Organisation: Survival and Prosperity – External Examination (50% Certificate, 25% Diploma)

There are no changes to the assessment of this unit.

Unit 2: Active Marketing – Controlled Assessment (50% Certificate, 25% Diploma)

The requirement for candidates to be supervised throughout the assessment will be removed. Candidates should be guided to spend approximately the same number of hours on the assessment as stated in the brief. The word limit of 3000 will remain in place.

Unit 3: Organisational Strategies and Decision Making (Optional) – External Examination (25% Diploma)

There are no changes to the assessment of this unit.

Unit 4: Strategies and Decision Making for Retail Organisations (Optional) - External Examination (25% Diploma)

There are no changes to the assessment of this unit.

Unit 5: Markets and Customers – Controlled Assessment (25% Diploma)

The requirement for candidates to be supervised throughout the assessment will be removed. Candidates should be guided to spend approximately the same number of hours on the assessment as stated in the brief. The page limit of 12 pages will remain in place.

Additional Information

The removal of the requirement for direct supervision will allow for more flexible assessment arrangements, allowing candidates to complete work outside of timetabled classroom hours. Candidates should still be guided to spend approximately the same amount of time on the assessment as stipulated in the assessment brief.

The word and page limits in place for the assessments will ensure that the amount of evidence generated by the learner is appropriate for the number of marks available.

The time saved in the classroom from centres not needing to timetable supervised assessment could be used for additional teaching and learning.

The deadline for submitting evidence for the controlled assessment remains as 15th May 2021.

Centres are reminded that these rules apply to Summer 2021 only and any candidates wishing to re-sit in 2022 would be expected to enter all Units as in the published Specification and Assessment Materials.

Level 3 Applied Certificate and Diploma in Criminology

There are no changes to the taught content for this qualification. Centres should continue to deliver all teaching and learning required by the Specification. Assessment has been adapted for summer 2021 to reduce the amount of content being assessed, whilst still validly and reliably measuring the knowledge, understanding and skills, or practical competence, signalled in the qualification.

Arrangements for candidates who were part-way through their Applied Diploma in Criminology in summer 2020

Candidates who were part-way through their Applied Diploma qualification in 2020 and were entered for the Certificate units in Summer 2020 are entitled to a calculated result for the Certificate units that would have been entered in summer 2020. Therefore, candidates completing a Level 3 Applied Diploma in Summer 2021 who were entered for Certificate units in Summer 2020 will not be required to complete these assessments, although they may choose to do so.

Adaptations to assessment for Summer 2021

Unit 1: Changing awareness of Crime – Controlled Assessment (50% Certificate, 25% Diploma)

There are no changes to the assessment of this unit.

Unit 2: Criminological theories – External Examination 25% (50% Certificate, 25% Diploma)

There are no changes to the assessment of this unit.

Unit 3: Crime scene to courtroom – Controlled Assessment (25% Diploma)

There are no changes to the assessment of this unit.

Unit 4: Crime and punishment – External Examination (25% Diploma)

The content being assessed in Summer 2021 has been streamlined. The following topic area will not be subject to assessment in summer 2021:

- AC3.3 the limitations of agencies in achieving social control

Additional information

Synoptic assessment must be retained in the qualification as it is a DfE requirement for Applied General Qualifications and, as such, we are unable to remove the synoptic elements of the assessment from the Diploma in Criminology. Instead, we have removed the possibility of AC3.3 being assessed in the examination to alleviate pressure on teachers and candidates while ensuring that those candidates still have a comprehensive understanding of Learning Outcome three: measures used in social control.

The deadline for submitting evidence for the controlled assessment remains as 15th May 2021.

Centres are reminded that these rules apply to Summer 2021 only and any candidates wishing to re-sit in 2022 would be expected to enter all Units as in the published Specification and Assessment Materials.

Level 3 Applied Diploma in Food Science and Nutrition

There are no changes to the taught content for this qualification. Centres should continue to deliver all teaching and learning required by the specification. Adaptations have been made to the way in which assessments are delivered in 2020/21.

Arrangements for candidates who were part-way through their Applied Diploma in Food Science and Nutrition in summer 2020

Candidates who were part-way through their Applied Diploma qualification in 2020 and were entered for the Certificate units in Summer 2020 are entitled to a calculated result for the Certificate units that would have been entered in summer 2020. Therefore, candidates completing a Level 3 Applied Diploma in summer 2021 who were entered for Certificate units in Summer 2020 will not be required to complete these assessments, although they may choose to do so.

Adaptations to assessments in 2020/21

Unit 1: Meeting nutritional needs of specific groups – controlled assessment and external examination 50%

The requirement for direct supervision (high control) will be removed for part of task 1 allowing candidates to complete research into dishes to meet the needs of the client group and nutritional analysis outside of the classroom.

The need for a physical interview will be removed from task 3. Instead candidates may submit the evidence they have produced in preparation for the interview and the teacher can use this to complete the observation record.

Unit 2: Ensuring food is safe to eat – external examination 25%

There are no changes to the assessment of this unit.

Unit 3: Experimenting to solve food production problems (optional) – controlled assessment 25%

The requirement for direct supervision (high control) will be removed for task 1 - research into food production, and for the sensory analysis (tasting and testing) of practical outcomes in task 2.

Unit 4: Current issues in food science and nutrition (optional) – controlled assessment 25%

The requirement for direct supervision (high control) will be removed for the first part of task 2, carrying out research.

Additional information

The removal of the requirement for teachers to conduct individual interviews with learners as part of the Unit 1 assessment will help address social distancing concerns and also free up additional timetabled hours for teaching and learning.

The removal of the requirement for direct supervision from aspects of the controlled assessment will provide more flexible assessment arrangements and allow candidates to produce evidence for assessment outside of the timetabled classroom hours. The time saved in the classroom can be used for additional teaching and learning activities.

Extra teaching time for the examination content could also be gained from reducing the number of practical sessions learners have to practice food preparation skills. This may also be a necessity to accommodate social distancing requirements and if no equipment is to be reused within 72 hours.

The deadline for submitting evidence for the controlled assessment remains as 15th May 2021.

Centres are reminded that these rules apply to Summer 2021 only and any candidates wishing to re-sit in 2022 would be expected to enter all Units as in the published Specification and Assessment Materials.

Level 3 Applied Diploma in Health and Social Care (England centres only)

There are no changes to the taught content for this qualification. Centres should continue to deliver all teaching and learning required by the specification. Adaptations have been made to the conditions under which some assessments are taken to provide more flexibility for centres and release additional time for teaching and learning.

Arrangements for candidates who were part-way through their Applied Diploma in Health and Social Care in summer 2020

Candidates who were part-way through their Applied Diploma qualification in 2020 and were entered for the Certificate units in Summer 2020 are entitled to a calculated result for the certificate units that would have been entered in summer 2020. Therefore, candidates completing a Level 3 Applied Diploma in summer 2021 who were entered for Certificate units in Summer 2020 will not be required to complete these assessments, although they may choose to do so.

Unit 1 - (Contemporary) Issues in health and social care

There are no changes to the assessment of this unit.

Unit 2 - Core values and services

There are no changes to the assessment of this unit.

Unit 3 (Optional) - Employment within the sectors

The requirement for high control (direct supervision) will be removed from task 2. In addition, the content being assessed will be reduced for summer 2021. Candidates will be required to evaluate only those research methods they have used to complete the assessment when responding to AC3.1, AC3.2 and AC3.4. A recommended word count of approximately 4,000 words has been introduced to provide further guidance to candidates on evidence expectations.

Unit 4 (Optional) - Experience of disease, illness and disability

The requirement for high control (direct supervision) will be removed from task 2. In addition, the content being assessed will be reduced for summer 2021. Candidates will be required to evaluate only those research methods they have used to complete the assessment when responding to AC3.1, AC3.2 and AC3.4. A recommended word count of approximately 4,000 words has been introduced to provide further guidance to candidates on evidence expectations.

Unit 5 - Human behaviour and development

There are no changes to the assessment of this unit.

Additional information

The removal of the requirement for direct supervision from aspects of the controlled assessment will provide more flexible assessment arrangements and allow candidates to produce evidence for assessment outside of the timetabled classroom hours. The time saved in the classroom can be used for additional teaching and learning activities.

Centres should continue to advise candidates on the amount of time they should spend on each task as these timings take into account the amount of evidence candidates would be expected to produce and the weighting of the task to the assessment and the qualification as a whole. We have introduced a recommended word count for the assessments to provide additional guidance to candidates.

The deadline for submitting evidence for the controlled assessment remains as 15th May 2021.

Centres are reminded that these rules apply to Summer 2021 only and any candidates wishing to re-sit in 2022 would be expected to enter all Units as in the published Specification and Assessment Materials.

Level 3 Applied Diploma in Medical Science

There are no changes to the taught content for this qualification. Centres should continue to deliver all teaching and learning required by the specification. Adaptations have been made to the way in which assessments are completed in 2020/21.

Arrangements for candidates who were part-way through their Applied Diploma in Medical Science in summer 2020

Candidates who were part-way through their Applied Diploma qualification in 2020 and were entered for the Certificate units in Summer 2020 are entitled to a calculated result for the Certificate units that would have been entered in Summer 2020. Therefore, candidates completing a Level 3 Applied Diploma in summer 2021 who were entered for Certificate units in Summer 2020 will not be required to complete these assessments, although they may choose to do so.

Adaptations to assessments in 2020/21

Unit 1 External Examination 25%

There are no changes to the assessment of this unit.

Unit 2 Controlled Assessment 12.5%

The assessment in 2021 will be streamlined. Candidates will not be required to complete tasks that require practical hands-on work (AC 3.2, 3.3). The data required to complete the assessment will be supplied by WJEC and will form part of the assessment brief.

Unit 3 Controlled Assessment 12.5%

There are no changes to the assessment of this unit.

Unit 4 Controlled Assessment 25%

There are no changes to the assessment of this unit.

Unit 5 Controlled Assessment (externally marked) 12.5%

The assessment in 2021 will be streamlined. Candidates will not be required to complete tasks that require practical hands-on work (AC 2.2). The data required to complete the assessment will be supplied by WJEC and will form part of the assessment brief.

Unit 6 External Examination 12.5%

There are no changes to the assessment of this unit.

Additional information

Adaptations have been made to the way in which assessments will be completed in 2020/21.

Removing the requirement for candidates to complete the hands-on practical work in units 2 and 5 will help address social distancing concerns and free up additional classroom time for teaching and learning. Where teachers are able to manage hands-on practical work, they should do so. Teacher demonstrations, video clips, simulations and other appropriate resources will need to be used to provide basic experience of relevant testing methods as this could be assessed in the written external examinations.

The deadline for submitting evidence for the controlled assessment remains as 15th May 2021.

Centres are reminded that these rules apply to Summer 2021 only and any candidates wishing to re-sit in 2022 would be expected to enter all Units as in the published Specification and Assessment Materials.

Level 3 Applied Diploma in Professional Construction Practice

There are no changes to the taught content for this qualification. Centres should continue to deliver all teaching and learning required by the specification. Adaptations have been made to the way in which assessments are completed in 2020/21.

Arrangements for candidates who were part-way through their Applied Diploma in Professional Construction Practice

Candidates who were part-way through their Applied Diploma qualification in 2020 and were entered for the units in Summer 2020 are entitled to a calculated result for these units that would normally have been entered in summer 2020. Therefore, candidates completing the Applied Diploma in summer 2021 who were entered for units in Summer 2020 will not be required to complete these assessments, although they may choose to do so.

Adaptations to units and assessments in 2020/21

Unit 1: Design the built environment – Controlled Assessment 20%

The requirement for supervision will be removed from tasks 2 and 3. Candidates should still be guided to spend approximately 14.5 hours on these tasks. Tasks 1 and 4 must still be completed under supervision as published in the sample assessment materials.

Unit 2: Create the built environment – External Examination 20%

There are no changes to the assessment of this unit.

Unit 3: Value and use the built environment – External Examination 20%

There are no changes to the assessment of this unit.

Unit 4: BIM and construction projects – Controlled Assessment 40%

The requirement for supervision will be removed from tasks 2, 3 and 4. Candidates should still be guided to spend approximately 34 hours on these tasks. Task 1 must still be completed under supervision as published in the sample assessment materials.

Additional Information

The removal of the requirement for supervision from aspects of the controlled assessment will provide more flexible assessment arrangements and allow candidates to produce evidence for assessment outside of the timetabled classroom hours.

Centres should continue to advise candidates on the amount of time they should spend on each task as these timings take into account the amount of evidence candidates would be expected to produce and the weighting of the task to the assessment and the qualification as a whole.

The time saved in the classroom from centres not needing to timetable supervised assessment could be used for additional teaching and learning activities.

The deadline for submitting evidence for the controlled assessment remains as 15th May 2021.

Centres are reminded that these rules apply to Summer 2021 only and any candidates wishing to re-sit in 2022 would be expected to enter all Units as in the published Specification and Assessment Materials.

Level 3 Applied Certificate and Diploma in Tourism

There are no changes to the taught content for this qualification. Centres should continue to deliver all teaching and learning required by the Specification.

Arrangements for candidates who were part-way through their Applied Diploma in Tourism in summer 2020

Candidates who were part-way through their Applied Diploma qualification in 2020 and were entered for the Certificate units in Summer 2020 are entitled to a calculated result for the Certificate units that would have been entered in summer 2020. Therefore, candidates completing a Level 3 Applied Diploma in summer 2021 who were entered for Certificate units in Summer 2020 will not be required to complete these assessments, although they may choose to do so.

Adaptations to assessment in 2020/21

Unit 1: The UK Tourism Product – Externally Assessed Examination 25%

There are no changes to the assessment of this unit

Unit 2: Worldwide Tourism Destinations – Controlled Assessment 25%

The requirement for direct supervision (high control) will be removed from the research and information gathering activity. Candidates should still be guided to spend approximately three hours undertaking the research.

Unit 3: The Dynamic Tourism Industry – Externally Assessed Examination 25%

There are no changes to the assessment of this unit.

Unit 4: Event and Itinerary Planning – Controlled Assessment 25%

The requirement for candidates to **run** the event has been removed from Part A of the assignment.

The requirement for direct supervision (high control) will be removed for the research and information gathering activity for Part B, Tasks 2 and 3 of the assignment. Candidates should still be guided to spend approximately two hours undertaking the research.

Additional information

The removal of the requirement for direct supervision from the research aspects of the controlled assessment will provide more flexible assessment arrangements and allow candidates to prepare for assessment outside of the timetabled classroom hours. Further guidance will be provided by WJEC on acceptable forms of research to be taken into the assessment environment. The time saved in the classroom can be used for additional teaching and learning activities.

The requirement for candidates to run an event has been removed from Unit 1 to address potential issues with social distancing. This streamlining of assessment could also provide extra teaching and learning time.

The deadline for submitting evidence for the controlled assessment remains as 15th May 2021.

Centres are reminded that these rules apply to Summer 2021 only and any candidates wishing to re-sit in 2022 would be expected to enter all Units as in the published Specification and Assessment Materials.