



PRINCIPAL MODERATOR'S REPORT

ENTRY PATHWAYS PREPARATION FOR WORK

JANUARY 2024

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General Comments

There were several centres making use of submitting entries at this time which included a range of units and delivered the specification with pleasing samples of coursework provided. The moderator continued to be impressed by the quality of worksheets made by the subject tutors specifically designed for the set criteria and the range of the candidates. There has been an increase in use of specialised software programmes for example PowerPoint, to stimulate their responses and learning which was excellent to see.

All centres provided the correct sample requested and were able to upload the coursework correctly using PDF files or 'Zip' folders rather than in the past uploading individual pages for each candidate leading to confusion as not always appearing in page number order. This saved time for both the centre and moderator, so the moderation process was not delayed which was greatly appreciated.

Good practice from some centres has continually led to improvements in the organisation of the folios, with numbered pages, with an index and tasks, worksheets etc. dated so these could be used as evidence on Assessment Record Sheets, which proved most helpful in the moderation process and showed good organisation, thank you.

All submitted coursework was accompanied with the Candidate Authentication Sheets and Assessment Record Sheets. These are important documentation, and it is imperative that they are always included.

It's essential that centres should not use Ticks in the 'Evidence Met' column which is totally insufficient, and it has also been agreed that page numbers alone similarly are not sufficient. This has improved immensely but a minority persist in this way. As stated previously, we have been lenient in the past, but this will not continue, there should be some relevant comment or information to verify that all the criteria have been met.

Centres did abide by the deadline date set, but if in future an extension is required, they must contact WJEC beforehand for situation to be approved.

Comments on individual units

In the samples uploaded from centres were a range of units for both Entry 2 and Entry 3 awards as well as Level 1 awards. The most popular appeared to be Food and Health E2 and E3, Health, Safety and Hygiene E2, Learning about Workplaces and Basic Cooking.

Evidence provided:

From most centres, the evidence uploaded in folders was attractive, very well organised and followed the set criteria for assessment. The standard of work ranged from excellent to rather weak from one or two centres. This was reflected in not only the wealth of content but also in the quality of illustrations, graphics, worksheets, photographs, and presentation. The use of ICT is still most popular and is a pleasing development in the presentation of the folders. There was also a number of handwritten responses, which must have taken a great deal of time and effort by some candidates, and these are to be congratulated on the quality of their work. Inevitably some folders were sparse with no real evidence, written or photographic and although witness statements can provide a valuable source of evidence; these should not be the sole form of evidence.

Most centres gave annotation in some form or other. There was some, very detailed, on Assessment Record Sheets and throughout the work but also some extremely brief and even non-existent. Those who had given comments were much appreciated during the moderating. It would also be useful if dates or page numbers could be inserted in Evidence Met column instead of "ticks", this assists in cross referencing when checking that the set criteria has been met, and it is good practice.

All centres were accurate in their assessment of candidates against the Entry 2 and 3 criteria.

Summary of key points

It became obvious throughout the moderation process that subject tutors have gained a good understanding and knowledge of these awards and how to fulfil the criteria. Some centres developing interesting, valid, and relevant teaching resources along with learning activities that provided both stimulation and enjoyment. Once again this shows exemplary good practice.

The centres, their staff and the candidates should be commended for their hard work, commitment and excellent results.

All centres are asked to bear in mind for next year: -

All folders must be accompanied by the Candidate Authentication Sheet and completed Assessment Record Sheet.

1. Check that the candidates have been entered for the appropriate units and levels.
2. Each piece of evidence in the folder should be carefully labelled to show exactly which assessment criteria it fulfils and the level. Also, if pages were numbered or dated this would be most helpful. This information could then be transferred to Assessment Record Sheet.
4. All work should be annotated within the centre. I understand that this can be quite time consuming, but it is not only encouraging for the candidate but also extremely valuable whilst moderating.

5. Although witness statements are an excellent form of evidence these should not be relied on as the only source of evidence.
6. The delivery of learning activities relevant to each unit is entirely the choice of the centre but should be appropriate to the level. Centres should design tasks and resources to specifically fulfil the assessment criteria and be suitable to their candidates rather than adapt work from other specifications, which can and has proved confusing.
7. Centres are encouraged to use a wide range of different activities in the delivery and recording of the assessment criteria.
8. Candidates should be encouraged to produce individual and original work.
9. Please, if possible, upload coursework using PDF or Zip format.



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