

## Vistar Delivery Team Factsheet

<b>Apprenticeship Standard</b>	<b>Level 2 Hospitality Team Member</b>
<b>Apprenticeship duration</b>	Minimum 12 months
<b>EQA Organisation</b>	People 1 <sup>st</sup> International
<b>On-programme requirements</b>	<ul style="list-style-type: none"> <li>▪ <b>Functional skills</b> maths and English; achieved at level 1 and attempted at Level 2</li> <li>▪ <b>Business Project</b> - At the Planning Meeting the Apprentice is required to supply a two-page synopsis of their proposed business project. This should be a written or typed proposal of 200-300 words for discussion and approval.</li> <li>▪ <b>Business Operations brief</b> - At the Planning Meeting the Apprentice is required to supply a brief on the business' operations and how it fits into the wider hospitality industry. This will be a one-page document, to evidence the relationship between the job role, organisation and the industry.</li> </ul> <p><b>Recommended but not required:</b></p> <ul style="list-style-type: none"> <li>▪ At least every two months, the apprentice should meet with the on-programme assessor to review and record their progress. A minimum of six meetings and completed records are recommended, to show ongoing competence across the entire standard, over a minimum of a twelve-month period prior to starting the independent end assessment.</li> </ul>
<b>EPA Components</b>	<p>The on-demand test, observation and business project may be undertaken in any order and the professional discussion must be the last activity completed. All assessment activities must be completed within two months.</p> <ul style="list-style-type: none"> <li>▪ <b>Knowledge test</b> – 90-minute multiple choice questions that use scenarios, externally set and marked.</li> <li>▪ <b>Practical observation</b> – 2 hours, in the working environment. Apprentice will need to demonstrate a range of tasks specific to their specialist function.</li> <li>▪ <b>Business project</b> – 800 – 1200 words project to look at an opportunity / challenge / idea to make an improvement to the business. Apprentice will need to research the business project and then present it to the employer and independent end assessor.</li> <li>▪ <b>Professional Discussion</b> – 40 minutes, focussing on specific areas of the Standard as shown in Annex A of the assessment plan.</li> </ul> <p>Should an apprentice fail one assessment activity this should be resat as soon as the apprentice is ready and when practicable for the business. Should they fail two or more activities a period of further training and development lasting between one and three months must take place before a retake. When resitting/retaking an assessment activity the maximum grade that can be achieved for that activity is a pass.</p>
<b>Grading</b>	<ul style="list-style-type: none"> <li>▪ Overall apprenticeship grade is Pass, Distinction or Fail</li> <li>▪ All EPA components must be passed in order for the overall apprenticeship to be achieved</li> </ul>

<b>Vistar EPA List Price</b>	<p>£1,000</p> <p>This is for the complete EPA service, Vistar do not charge or require a non-refundable registration payment in advance, nor do Vistar menu price.</p> <p>This price includes the Apprentice Registration, Gateway Approval, Planning Meeting, End-point Assessment activity, End-point Assessor costs, Quality Assurance and ESFA Apprenticeship certification. EPA is invoiced after Gateway Approval. Also included is one free resit opportunity, for a multiple-choice test in line with the respective Standard and Assessment Plan.</p> <p>All prices exclude VAT. As per Government guidance; ‘Supplies of training or end-point assessment, which are paid by government funding, including the apprenticeship levy, are exempt from VAT.’</p> <p>Please get in touch to discuss the EPA price further.</p>
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