

## Vistar Delivery Team Factsheet

<b>Apprenticeship Standard</b>	<b>Level 3 Team Leader Supervisor ST0384/AP03</b>																														
<b>Apprenticeship duration</b>	12 months																														
<b>EQA Organisation</b>	Institute for Apprenticeships and Technical Education																														
<b>On-programme requirements</b>	<ul style="list-style-type: none"> <li>▪ <b>Functional skills</b> maths and English at level 2</li> <li>▪ <b>Portfolio of Evidence</b>, which will underpin the Professional Discussion; to be submitted at Gateway and must include a mapping document which clearly shows how the evidence is mapped against the relevant knowledge, skills and behaviours (KSBs) that will be assessed by the professional discussion</li> <li>▪ The Employer needs to be satisfied that the Apprentice is consistently working at or above the level of the standard and this can be evidenced, before they move to Gateway. (For example, this could be through regular <b>performance reviews</b> between apprentice and line manager and <b>feedback</b> from line manager, peers and direct reports (including 180/360-degree feedback or equivalent)).</li> </ul>																														
<b>EPA Components</b>	<ul style="list-style-type: none"> <li>▪ <b>Presentation with questions and answers – 50 minutes</b>; The Apprentice will be given a presentation title post Gateway, to enable demonstration of competence relevant to the KSBs which allows the opportunity to draw on what they have learnt and experienced during their apprenticeship. To include a summary of their role as a team leader and what they do and how that is relevant to their role and organisation. The Q&amp;A led by the EPAO, will provide scope for the Apprentice to demonstrate their full competence.</li> <li>▪ <b>Professional Discussion underpinned by a Portfolio of evidence – 60 minutes</b>, conducted remotely by the EPAO, will comprise an in-depth two-way conversation, structured to enable the Apprentice to demonstrate their occupational competence drawing on evidence submitted in their portfolio and through their learning.</li> </ul> <p><i>Apprentices who fail one or more assessment methods will be offered the opportunity to take a re-sit or a re-take within 3 months of the fail notification. Where any assessment method has to be re-sat or re-taken, the apprentice will be awarded a maximum EPA grade of pass, unless the EPAO determines there are exceptional circumstances requiring a re-sit or re-take.</i></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> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr style="background-color: #0070C0; color: white;"> <th style="width: 33%;">Assessment method 1 Presentation with questions and answers</th> <th style="width: 33%;">Assessment method 2 Professional Discussion underpinned by a portfolio of evidence</th> <th style="width: 33%;">Overall grading</th> </tr> </thead> <tbody> <tr><td>Fail</td><td>Fail</td><td>Fail</td></tr> <tr><td>Fail</td><td>Pass</td><td>Fail</td></tr> <tr><td>Fail</td><td>Distinction</td><td>Fail</td></tr> <tr><td>Pass</td><td>Fail</td><td>Fail</td></tr> <tr><td>Pass</td><td>Pass</td><td>Pass</td></tr> <tr><td>Pass</td><td>Distinction</td><td>Pass</td></tr> <tr><td>Distinction</td><td>Fail</td><td>Fail</td></tr> <tr><td>Distinction</td><td>Pass</td><td>Pass</td></tr> <tr><td>Distinction</td><td>Distinction</td><td>Distinction</td></tr> </tbody> </table>	Assessment method 1 Presentation with questions and answers	Assessment method 2 Professional Discussion underpinned by a portfolio of evidence	Overall grading	Fail	Fail	Fail	Fail	Pass	Fail	Fail	Distinction	Fail	Pass	Fail	Fail	Pass	Pass	Pass	Pass	Distinction	Pass	Distinction	Fail	Fail	Distinction	Pass	Pass	Distinction	Distinction	Distinction
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<b>Vistar EPA List Price</b>	<p data-bbox="507 199 568 226">£900</p> <p data-bbox="507 259 1442 322">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 data-bbox="507 360 1473 517">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 data-bbox="507 555 1473 647">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 data-bbox="507 685 1070 712">Please get in touch to discuss the EPA price further.</p>
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