

guidance documents for end-point assessment.

In addition to the generic guidance documents on our online platform, we've created the following guidance documents to support you and your apprentices through the end-point assessment (EPA) process, which are bespoke for each standard.

EPA Guidance for Providers

This document provides an overview of the EPA, detailing what is being assessed and how. Detail is provided for each assessment method. It is aimed at Independent Training Providers (ITP) but may also be of interest to employers.

EPA Guidance for apprentices

Similar to the Guidance for Providers but for the apprentices themselves. Separate guidance documents have been created for each assessment method.

Evidence Summary Sheet

Table showing the assessment methods and evidence types for each module in the standard.

Step-by-Step Guide to the gateway and EPAs

This guide will take you through step by step what you need to do and when in order to put an apprentice through gateway and each of the EPAs for the particular standard.

Glossary of Terms

Definitions of key terms used within the sector.

let's get to work.

Visit: ncfe.org.uk/epa | Call: 0191 240 8950 | Email: epa@ncfe.org.uk

Apprentice Showcase

Apprentice Showcase Guidance

Guidance for apprentices to help them compile their apprentice Showcase. The guide outlines the suggested content of the Showcase, including minimum requirements, and what is needed to achieve a Pass and Distinction. We have also provided an apprentice Showcase Evidence Record to help apprentices map their evidence.

Further guidance documents and blank templates have been created for some of the key evidence types that should be included in the Showcase. These will be of use to employers and ITPs as well as the apprentice.

Employer Statement Guidance

Employer Statement Template

Observation Guidance

Observation Template

Reflective Journal Guidance

Reflective Journal Template

Witness Testimony Record

Practical Observation

Practical Observation Guidance for apprentices

This guide tells apprentices what to expect from their Practical Observation, what they will be being assessed on, and what they need to do to achieve a Pass and Distinction.

Professional Discussion

Professional Discussion Guidance for apprentices

This guide tells apprentices what to expect from their Professional Discussion, what they will be being assessed on, and what they need to do to achieve a Pass and Distinction.

Get in touch with our dedicated Apprenticeship Services team to find out more about our guidance documents.

*Please note this is a sample overview of the guidance documents we have available on our online platform, documents vary for each standard.