

# CERTIFICATE OF VALIDATION



QQI

Quality and Qualifications Ireland  
Dearbhú Cailíochta agus Cailíochtaí Éireann

## Extension of Validation (3)

<b>Provider name</b>	SOLAS
<b>Date of validation</b>	September 2015

<b>Enrolment interval</b>	<b>First intake</b>	<b>Last intake</b>
	September 2015	December 2022

	Code	Title	Award	Duration (Full Time)	Duration (Part Time)	Exit
<b>Principal programme</b>	PG22036	Advanced Certificate Craft Carpentry & Joinery	Advanced Certificate Level 6 - 6M18174 240 Credits	4 Years		
<b>Embedded Programme</b>						

	Full Time	Part Time
Maximum Intakes per annum:	Phase 2 - 19 Phase 4 & 6 - 18	
Minimum Learners per Intake:	8	
Maximum Learners per Intake:	Phase 2 – 14 Phase 4 & 6 – 16	

## Principal Programme

5 Year Plan: Planned total enrolment i.e. aggregated across all intakes in all approved centres.					
	Year 1	Year 2	Year 3	Year 4	Year 5
<b>Minimum intake into first year</b>	Minimum intake is 8 learners.				
<b>Maximum intake into first year</b>	N/A – Demand Driven Programme				

<b>Target learner groups</b>	The target learner group is all learners who meet or exceed the minimum entry requirements and have been accepted by a SOLAS approved employer as an employee.
<b>Approved countries for provision (i.e. where enrolled learners will be based)</b>	Republic of Ireland. Learners will be based in nominated training locations during off-the-job Phases 2, 4 and 6.
<b>Delivery mode: Full-time/part-time</b>	The programme is full time, comprising work based 'On-the-job' training provided by approved employers which



	alternates with technical 'Off-the-job' training provided by collaborating providers.	
<b>List the teaching and learning modes<sup>1</sup></b>	<ul style="list-style-type: none"> <li>• Theoretical and practical delivery</li> <li>• Mentoring and small group tutoring</li> <li>• Directed eLearning hours</li> <li>• Self-directed work</li> <li>• Work-based learning</li> <li>• Simulated working environments</li> </ul>	
<b>Does the blend of modalities predominantly involve remote e-learning (Yes/No)</b>	No	
<b>Brief synopsis of the programme (e.g. who it is for, what is it for, what is involved for learners, what it leads to.)</b>	<p>A national standard based Apprenticeship programme is delivered for each craft based on an occupational analysis of that craft and reflects the results of a national consultation process carried out to establish the current and emerging skills, knowledge and competences required by craftspeople. Each apprenticeship programme is standards-based, written as learning outcomes and structured in a modular format. All modular learning objectives, unit activity statements and key learning points are based on the National Standards for the craft.</p> <p>Learning Outcomes are fully detailed in the Compound Award Specification in the Standards section of the Curriculum.</p>	
<b>Summary of staffing requirements (the details are provided in the module descriptors)</b>	WTE <sup>2</sup>	Qualifications and experience
	The collaborating provider determines the staffing requirements for the delivery of the programme based on SOLAS's apprenticeship programme documentation.	
	Phase 2	<p>Programme Staff Profile Staff who deliver off-the-job Phase 2 training are required to:</p> <ul style="list-style-type: none"> <li>• Have qualified as a craftsperson</li> <li>• Have five years post-apprenticeship experience</li> <li>• Hold a recognised assessor qualification</li> </ul> <p>Each instructor undergoes further development in training techniques.</p>
	Phase 4 & 6	<p>Staff who deliver Phases 4 and 6 training are required to:</p> <ul style="list-style-type: none"> <li>• Hold a degree or its equivalent in the subject area or have qualified as a craftsperson</li> <li>• Have three years relevant post-graduate experience</li> <li>• Hold a recognised assessor qualification</li> </ul>
<b>Outline the physical resource requirements (the details are provided in the module descriptors)</b>	Collaborating providers supply the physical resources required for the programme, in line with SOLAS requirements and specifications. Resources are detailed in the Curriculum in the Introduction to Phases 2/4/6	
<b>Outline specifications for the ratio of learners to teaching staff</b>	Staff to learner ratio	Learning activity type
	1:14	ETB (Phase 2)
	1:16	IOT/TU (Phases 4 & 6)

<sup>1</sup> Defined later in this document.

<sup>2</sup> WTE is the whole-time equivalent number. The number 1 indicates a fulltime person fully dedicated to the programme.



# Conditions of Validation of the Programmes Covered by this Certificate of Validation

## Part 1: Statutory Conditions of validation

The statutory (section 45(3) of the 2012 Act) conditions of validation are that the provider of the programme shall:

1. co-operate with and assist QQI in the performance of QQI's functions in so far as those functions relate to the functions of the provider,
2. establish procedures which are fair and consistent for the assessment of enrolled learners to ensure the standards of knowledge, skill or competence determined by QQI under section 49 (1) are acquired, and where appropriate, demonstrated, by enrolled learners,
3. continue to comply with section 65 of the 2012 Act in respect of arrangements for the protection of enrolled learners, if applicable, and
4. provide to QQI such information as QQI may from time to time require for the purposes of the performance of its functions, including information in respect of completion rates.

## Part 2 Conditions of Validation Established by QQI Under section 45(4)(b) of the 2012 Act

[The PAEC must endorse all the conditions in Part 2. These lists of potential conditions must be checked for each programme. Delete any that do not apply.]

### Part 2.1 Condition of Validation Concerning a Change in the QQI Award or Award Standard

1. Where QQI changes an award title, an award specification or an award standard that a programme depends upon, the provider shall not enrol any further learners on the affected programmes unless informed otherwise in writing by QQI (e.g. by the issue of a revised certificate of validation). The programme is considered validated for learners already enrolled on the affected programme.

### Part 2.2 Condition of Validation Concerning the Duration of Enrolment

1. The duration of enrolment is the interval during which learners may be enrolled on the validated programme.

Validation is determined by QQI for a specified number of years of enrolment appropriate to the particular programme as indicated on the certificate on validation subject to unit 9.2.1. It is a condition of validation that the programme does not enrol any new learners outside this interval. A typical duration would be five years.

If a provider wishes to continue to enrol learners to the programme beyond this interval the provider must arrange in good time for it to be validated again by QQI, or exceptionally the provider may apply for extension of the duration of enrolment (unit (14)). In this context the provider may apply for validation of the programme from first principles or, alternatively, the provider may avail of the process for revalidation (unit (13)) by QQI.

### Part 2.3 General Condition of Validation

The provider of the programme shall:



1. Ensure that the programme as implemented does not differ in a material way from the programme as validated; differing in a material way is defined as differing in any aspect of the programme or its implementation that was material to QQI's validation criteria.
2. Ensure that the programme is provided with the appropriate staff and physical resources as validated.
3. Implement in respect of the programme its written quality assurance procedures (as approved by QQI).
4. Make no significant change to the programme without the prior approval of QQI. (See unit (8)).
5. Unless otherwise agreed by QQI in writing, start implementing the programme as validated and enrol learners within 18 months of validation.
6. Continue in respect of the validated programme to comply with section 56 of the 2012 Act in respect of procedures for access, transfer and progression.
7. Implement the programme and procedures for assessment of learners in accordance with the Approved Programme Schedule and notify QQI in writing of any amendments to this arising from changes to the programme; see unit (9).
8. When advertising and promoting the programme and awards, use the programme title as validated, and the correct QQI award title(s), award type(s) and award class(es) indicating the level of the award(s) on the National Framework of Qualifications.
9. Adhere to QQI regulations and procedures for certification.
10. Notify QQI in writing without delay of:
  - a. any material change to the programme;
  - a. anything that impacts on the integrity or reputation of the programme or the corresponding QQI awards;
  - b. anything that infringes the conditions of validation; or
  - c. anything that would be likely to cause QQI to consider reviewing the validation.
11. Notify QQI in writing to determine the implications for the provider's validated programmes, where the provider is likely to, or planning to, merge (amalgamate) with another entity or to acquire, or be acquired by, another entity (see unit (12.5)).
12. Report to QQI, when required or requested, on its implementation of the programme and compliance with the conditions of validation.

#### **Part 2.4 General Condition of Validation Arising from Specialised Validation Policy and Criteria**

1. Replace this text with any applicable conditions.

N/A



## **Part 2.5 Special Condition of Validation**

1. Replace this text with any conditions to be determined on the basis of specific recommendations from an independent evaluation report.

N/A



Approved Programme Schedule(s)

Programme Schedule: APPRENTICESHIP	Carpentry & Joinery	SOLAS CRAFT
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### Phase 1

Module Title	Phase	Module		Credit Number	Total Apprentice effort Module ( hours)					Allocated marks: This is a developmental phase and does not contribute to FET Credits			
		Status	NFQ	Credit units FET	Total Hours	Contact hours	Directed hours	Hours of Independent learning	Work based learning hours	CA%	Supervised project	Proctored Practical demonstration	Proctored written examination
Phase 1 On-the-Job	1	M	6	N/A	1092				1092				

Progression:  
 Apprentices are not assessed at the end of Phase 1. They progress automatically to technical training at Phase 2.  
 Work on Common Modules is commenced at Phase 1 - online on Moodle - and must be successfully completed between Phases 1 and 3, before progression to Phase 4.



## Phase 2

Module Title	Phase	Module		Credit Number	Total Apprentice effort Module ( hours)					Allocated marks: relative weightings over whole programme phase total 21%			
		Status	NFQ	Credit units FET	Total Hours	Contact hours	Directed hours	Hours of Independent learning	Work based learning hours	Skills Demonstration	Supervised project	Practical demonstration	written examination
<b>Module 1:</b> Tools and Joints	2	M	6		79.75	79.75	-	-	-				
<b>Module 2:</b> 1st Fixing and Site Works	2	M	6		94	94	-	-	-				
<b>Module 3:</b> Timber Roofs	2	M	6		100	100	-	-	-				
<b>Module 4:</b> Joints in Moulded Timber	2	M	6		42	42	-	-	-				
<b>Module 5:</b> Joinery	2	M	6		136	136	-	-	-				
<b>Module 6:</b> 2nd Fixing Activities	2	M	6		106	106	-	-	-				
<b>Module 7:</b> Communications & Team Leadership	2	M	6		50	50	-	-	-				
Assessment time					43.5								
<b>Total</b>				66	656.25	612.75				6%		10%	5%
<p>Progression: All assessments at Phase 2 must be passed (50% min) before progression to Phase 3.</p>													



## Phase 3

Module Title	Phase	Module		Credit Number	Total Apprentice effort Module (hours)					Allocated marks: relative weightings over whole programme Phase total 6%			
		Status	NFQ	Credit units FET	Total Hours	Contact hours	Directed hours	Hours of Independent learning	Work based learning hours	ePortfolio	Skills Demonstration	Proctored Practical demonstration	Proctored written examination
Phase 3 On-the-Job	3	M	6	30.5	2016				2016		6%		
<p>Progression: 6 of 12 elective assessments must be successfully completed before progression to Phase 4. Assessments are judged on a pass/fail basis.</p>													



## Phase 4

Module Title	Phase	Module		Credit Number	Total Apprentice effort Module (hours)					Allocated marks: relative weightings over whole programme: Phase total 25.5%			
		Status	NFQ	Credit units FET	Total Hours	Contact hours	Directed hours	Hours of Independent learning	Work based learning hours	Skills Demonstration	Supervised project	Practical demonstration	written examination
<b>Module 1:</b> 1st Fixing and Site Works	4	M	6		114.5	114.5	-	-	-				
<b>Module 2:</b> Timber Roofs	4	M	6		92	92	-	-	-				
<b>Module 3:</b> Joinery	4	M	6		108	108	-	-	-				
<b>Module 4:</b> 2nd Fixing Activities	4	M	6		30	30	-	-	-				
<b>Module 5:</b> Communications & Team Leadership	4	M	6		22	22	-	-	-				
Assessment Time					18.5								
<b>Total</b>				38.5	385	366.5				8.5%		12%	5%
<b>Progression:</b> All assessments at Phase 4 must be passed (50% min) before progression to Phase 5.													



## Phase 5

Module Title	Phase	Module		Credit Number	Total Apprentice effort Module ( hours)					Allocated marks: relative weightings over whole programme: Phase total 8.5%			
		Status	NFQ	Credit units FET	Total Hours	Contact hours	Directed hours	Hours of Independent learning	Work based learning hours	ePortfolio	Skills Demonstration	Proctored Practical demonstration	Proctored written examination
Phase 5 On-the-Job	5	M	6	30.5	2016				2016		8.5%		
Progression: 4 of 9 elective assessments must be successfully completed before progression to Phase 6. Assessments are judged on a pass/fail basis													



## Phase 6

Module Title	Phase	Module		Credit Number	Total Apprentice effort Module ( hours)					Allocated marks: relative weightings over whole programme: Phase total 28.5%			
		Status	NFQ	Credit units FET	Total Hours	Contact hours	Directed hours	Hours of Independent learning	Work based learning hours	Skills Demonstration	Supervised project	Proctored Practical demonstration	Proctored written examination
<b>Module 1:</b> 1st Fixing and Site Works	6	M	6		77	77	-	-	-				
<b>Module 2:</b> Timber Roofs	6	M	6		78	78	-	-	-				
<b>Module 3:</b> Joinery	6	M	6		79	79	-	-	-				
<b>Module 4:</b> 2nd Fixing Activities	6	M	6		72	72	-	-	-				
<b>Module 5:</b> Communications & Team Leadership	6	M	6		22	22	-	-	-				
Assessment Time					22								
<b>Total</b>				35	350	328	-	-	-	10.5%		13%	5%
<p>Progression: All assessments at Phase 6 must be successfully completed (50% min) before progression to the Phase 7.</p>													



# Phase 7

Module Title	Phase	Module		Credit Number	Total Apprentice effort Module ( hours)					Allocated marks: relative weightings over whole programme: Phase total 10.5%			
		Status	NFQ	Credit units FET	Total Hours	Contact hours	Directed hours	Hours of Independent learning	Work based learning hours	ePortfolio	Skills demonstration	Proctored Practical demonstration	Proctored written examination
Phase 7 On-the-Job	7	M	6	16	1092				1092		10.5%		
<p>Progression:            4 of 9 elective assessments must be successfully completed at Phase 7 on a pass/fail basis, before the Advanced Certificate Craft is awarded.            Pass/Merit/Distinction will be awarded for the overall certificate based on cumulative weightings from each phase result.</p>													