

End-point Assessment – Provider/Employer Resources List

Assessment Method	Resources Required
Observation with Questions and Answers	The apprentice’s place of work or an in-workplace practical assessment site (Realistic Working Environment) reflecting typical working conditions.
	The environment should include sufficient space for the City & Guilds IEPA to observe and take notes.
	Any specialist PPE required will be provided by the employer or the provider.
	Equipment to take photographs, for example recording devices, such as phone, camera and/or video recorder.
Professional Discussion	A suitable room for the Professional Discussion to take place, large enough to accommodate all of those involved (including the employer representative) and away from the normal place of work for the apprentices.
	Seating area or room for any other apprentices to wait (if appropriate).
	Access to water and cups.
	If the meeting is to be carried out remotely, internet access and suitable equipment such as use of video link. If a video link is used appropriate measures must be in place to ensure that City & Guilds is satisfied that the responses given are those of the candidate, e.g. use of a 360-degree camera to allow the assessor to look around the room during the interview.
	The apprentice and the IEPA must each have a copy of the apprentice’s portfolio of evidence to refer to.