Essential Skills Wales
Essential Application of Number Skills (EAoNS)
Level 1 Controlled Task
Assessor Pack

Staycation

Version **2.3**
Sample (Set A)

Assessment requirements

The following is a summary of the Essential Skills Wales (ESW) Controlled Task Conditions. These requirements should be read in conjunction with the relevant **Controlled Task Candidate Pack**. General assessment guidelines applicable to all ESW assessments can be found in the **Essential Skills Wales Suite** *Qualification Handbook*.

Controlled task assessment

Controlled tasks are **summative assessments** measuring subject-specific skills. Candidates will need to show they can utilise these skills in a holistic manner, relevant to real-life circumstances. The assessment outcome is **pass/fail**.

Controlled tasks must be:
- internally assessed, by appropriately qualified staff, using the Marking Schemes provided. Please see 2.2 of the *Qualification Handbook* for details of staff qualification
- internally quality assured, by appropriately qualified staff
- externally quality assured/moderated by City & Guilds
- compliant with **Controlled Task Conditions**.

Controlled task conditions

This controlled task must be completed under the conditions set out below. 'Controlled' relates to all aspects of how the task is administered and assessed.

Candidates should only attempt this controlled task when they have been registered for this qualification and have developed the necessary skills at the required level. Learning development input should be completed before the candidate attempts this controlled task. This controlled task must normally be completed before the confirmatory test is attempted.

Working period
The candidate must complete this controlled task within an 8 week 'working period'. The working period commences on the date the candidate starts working on the task. The working period may be extended only in specific extenuating circumstances or if the academic term does not extend to 8 weeks. Please see 4.6 of the *Qualification Handbook* for further information.

Working time
The candidate has up to **4 hours in total** to complete this controlled task. This task 'working time' allowance will formally start at the point when a task is first provided to the candidate. The task working time may be extended only in specific extenuating circumstances. Please see 4.6 of the *Qualification Handbook* for further information.

Supervised conditions
This controlled task must be completed under the following supervised conditions:

- This task is an 'open book' assessment. Candidates may have access to routine resources that might be available in a 'real life' situation, for example: PCs/laptops, tablets, dictionaries, calculators, reference books, relevant class

notes and source material approved by their tutor/assessor so long as they are not designed *specifically* to assist with this assessment and do not compromise independent achievement of the standard. Mobile phones or other transmitting/receiving devices are not permitted. The candidate can access the Internet using supervised facilities.

- The environment within which tasks are completed must be supervised. This supervision must be **continuous** and ensure no interruption and/or undue influence is possible whilst candidates are working on the task. Suitable locations might include a classroom, a library or a workplace as long as an appropriate environment and supervision is maintained. For the avoidance of doubt, this environment does not require formal 'examination' conditions.

- The supervisor must be a reliable, responsible person who is accountable for ensuring adequate supervision and control of the environment is maintained. The supervisor must be present throughout the working time and be able to confirm that each candidate produced all work independently. The supervisor can be the candidate's tutor and/or assessor or another suitable person.

- This controlled task may be completed in one session or split over several sessions, as long as no learning or preparation is provided in between. If not completed in one sitting, the candidate's papers and all materials produced by the candidate must be collected in and stored securely until the next working time session begins. On no account may candidates take any of their work away with them between sessions, for example to work on a task at home.

- The working period and working time taken to complete this controlled task must be monitored and recorded as indicated on the front page of the ***Candidate Pack***. The candidate, supervisor, assessor and centre details must be completed and the declarations must be signed and dated before completed tasks are submitted for assessment.

Assistance and access arrangements

Assessors may provide candidates with the opportunity to clarify task requirements during the working period; however this must not extend to any form of formative feedback. For example, recommending that a candidate should review their calculations would be inappropriate, whereas recommending the candidate re-read a particular section of the task requirements would be acceptable. Please see 4.6 of the ***Qualification Handbook*** for further information on access arrangements.

Second and subsequent attempts

A specific controlled task can be attempted only once. However, a candidate may undertake a different controlled task, (either another title from the City & Guilds pre-approved bank or a centre devised assessment that has been approved by City & Guilds) at another time if they do not pass. Wherever the candidate is unsuccessful, they **must** undergo further development in the relevant skill(s) before re-attempting at a later date.

Collaboration

This controlled task requires the candidate to work individually.

Mark Scheme

Essential Application of Number Skills at Level 1
Task title: Staycation

Part 1 (maximum 2 marks)	At least 1 mark for row A required to pass	
The candidate has shown evidence of:	Mark scheme	Row

planning and describing how to tackle the task (N1.1.1a)	**2 marks:** candidate produces a complete plan
	
	The plan must include:
	    the information needed from the source materials AND
	    the calculations to be done AND
	    how results for Part 2 and Part 3 will be presented
	
	The structure must be in the form of:
	e.g. a list, table or flow chart
	e.g. a spider diagram with arrows or numbers to show a logical sequence
	Accept a narrative plan with a clear structure to show a logical sequence.
	
	OR
	
	1 mark: candidate shows clear evidence of planning but with **up to two** errors or omissions
	e.g. a flow chart with one or two action points missing
	e.g. a complete spider diagram with no indication of the order in which action points are to be carried out
	e.g. a list of action points in order, with no indication of a specific method of presentation for one or both parts of the task
	Accept a complete narrative plan with limited structure or a well-structured plan with **up to two** errors or omissions.
	
	See an example of a suitable plan at the end of the mark scheme.
	
	Award 0 marks for a plan that is substantially copied from the Candidate Pack.
		A

Part 2 (maximum 14 marks)		
The candidate has shown evidence of:	**Mark scheme**	**Row**
reading, understanding and extracting information from tables, charts, simple graphs or diagrams (N1.1.2a)	**1 mark:** candidate extracts correct information from the table in Source 1 i.e. correct values for the weekly rents of all the cottages	**B**
finding the average (mean) of up to 10 items (N1.2k)	**1 mark:** candidate shows a correct process to calculate the average rent e.g. [350 + 450 + 390 + 640 + 505 + 759 + 349 + 349 + 655 + 840] ÷ 10 (= £528.70) e.g. 5287 ÷ 10 (= £528.70) **1 mark:** correct answer i.e. (£)528.7(0) Accept (£)529	**C**
working to a given level of accuracy (N1.2a)	**1 mark:** candidate rounds their answer for the average weekly rent correctly to the nearest £10 e.g. £530 Correct unit required. **Accept correct use of their answer from row C.**	**D**
interpreting results of calculations (N1.3.2a)	**1 mark:** candidate recommends a weekly rent and gives a valid reason e.g. I recommend a weekly rent of £530 as this is the average rent of other cottages in the area. e.g. The rent should be £550 a week. This is above the average rent locally, but the new cottage has wheelchair access, and the only two other local cottages with wheelchair access have a higher rent than the others.	**E**
reading and understanding numbers presented in different ways including percentages (N1.1.2b)	**1 mark:** candidate starts a correct process to find the low season rent, using their value for the high season rent e.g. 530 × 15 ÷ 100 (= £79.50) e.g. 528.7 × 0.15 (= £79.305) e.g. 100 – 15 (= 85%)	**F**

using simple fractions and percentages (N1.2d)	**1 mark:** candidate shows a complete correct process to find the low season rent, using their value for the high season rent e.g. 530 – [530 × 15 ÷ 100] (= £450.50) e.g. 530 × 0.85 (= £450.50) e.g. 528.7 – [528.7 × 15 ÷ 100] (= £449.395) e.g. 528.7 × 0.85 (= £449.395) **1 mark:** correct answer e.g. (£)450.50 e.g. (£)449.39 or (£)449.40 Accept (£)449 or (£)450 or (£)451 **Accept correct use of their answer from row D or row E.**	
adding and subtracting with whole numbers and simple decimals (N1.2b)	**1 mark:** candidate starts a correct process to find the total income, based on the correct number of weeks in the season and their value for the rent in the season (number of weeks in the season × weekly rent in the season) e.g. 12 × 450 (= £5400 for low season) e.g. 9 × 530 (= £4770 for high season) **1 mark:** candidate shows a complete correct process to find the total income, using their values for low season and high season rent e.g. 12 × 450 + 9 × 530 (= 10170) e.g. 5400 + 4770 (= 10170) Award this mark for a correct process using incorrect numbers of weeks in the seasons. **1 mark:** correct answer based on the correct numbers of weeks in both seasons e.g. (£)10170 **Accept correct use of their answers from row E and row F.**	G
identifying more than one appropriate way to present findings to a given audience including using tables, charts, graphs or diagrams (N1.3.1a)	**1 mark:** candidate uses an appropriate method of presentation for their results e.g. table, bar chart, pie chart or diagram	H

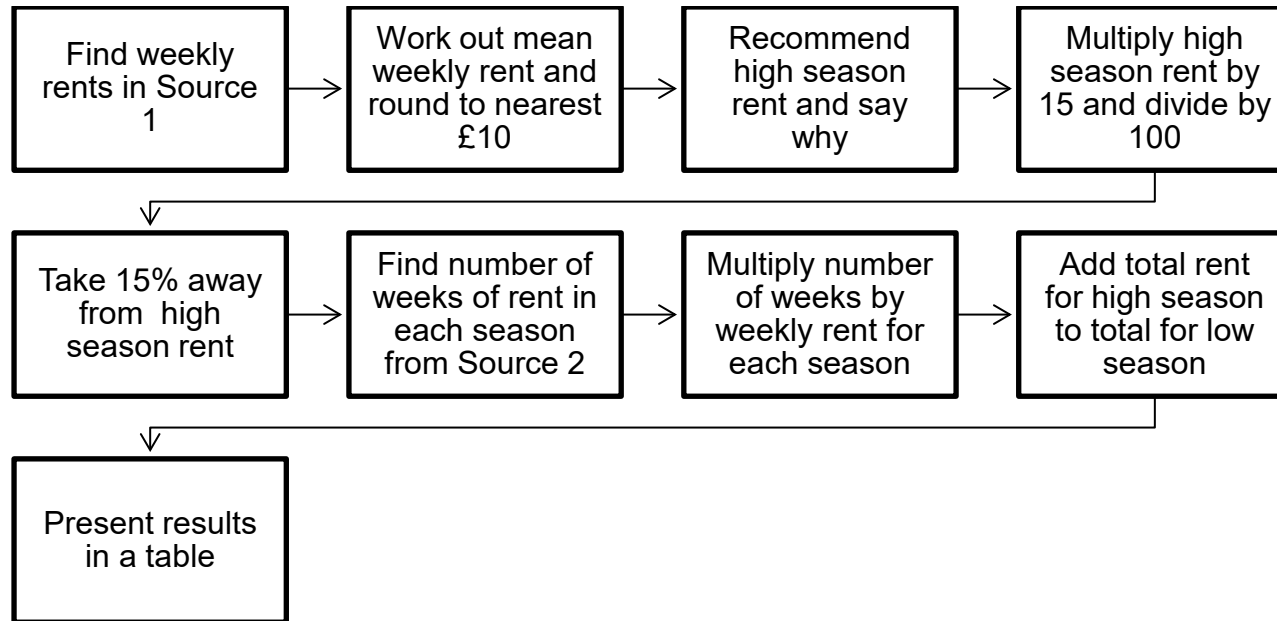| using appropriate ways to present findings including a table, chart, graph or diagram using the correct units (N1.3.1b)	**1 mark:** candidate uses suitable title AND labels AND units	
labelling work correctly (N1.3.1c)	**1 mark:** candidate populates table, chart or diagram with correct data (± 2 mm tolerance for plots on a hand drawn chart)	

Part 3 (maximum 7 marks)		
The candidate has shown evidence of:	**Mark scheme**	**Row**
reading, understanding and extracting information from tables, charts, simple graphs or diagrams (N1.1.2a)	**1 mark:** candidate shows evidence of extracting correct information from Source 3 and Source 4 i.e. 125 (mm) AND (1 :)15 from Source 3 AND 3000 (mm) OR 5000 (mm) OR 1200 (mm) from Source 4	**J**
reading and understanding numbers presented in different ways including ratios (N1.1.2b) using ratios and proportions (N1.2i)	**1 mark:** candidate shows a correct process to find the length of the ramp e.g. 125 × 15 (= 1875 mm) **1 mark**: correct answer i.e. 1875 (mm) or 1.875 (m)	**K**
⌗identifying more than one appropriate way to present findings to a given audience including using tables, charts, graphs or diagrams (N1.3.1a) using appropriate ways to present findings including a table, chart, graph or diagram using the correct units (N1.3.1b) labelling work correctly (N1.3.1c)	**1 mark:** candidate uses an appropriate method of presentation for their results, different to the one used in Part 2 e.g. table, bar chart, pie chart or diagram **1 mark:** candidate uses suitable title AND labels AND units **1 mark:** candidate populates table, chart or diagram with correct data (± 2 mm tolerance for plots on a hand drawn chart)	**L**

| Interpreting results of calculations (N1.3.2a) | **1 mark:** candidate recommends where the ramp should be fitted and gives a valid reason
e.g. The ramp should be next to the wall of the living room as there is enough space for the full length of 1875mm.

e.g. I recommend that the ramp should be next to the living room wall because the length of the step and ramp is 75mm longer than the space available on the driveway next to the bedroom wall. | **M** |

Example of a plan for row A

Staycation Task Plan

Part 2

| Find weekly rents in Source 1 | → | Work out mean weekly rent and round to nearest £10 | → | Recommend high season rent and say why | → | Multiply high season rent by 15 and divide by 100 |

| Take 15% away from high season rent | → | Find number of weeks of rent in each season from Source 2 | → | Multiply number of weeks by weekly rent for each season | → | Add total rent for high season to total for low season |

Present results in a table

Part 3

| Work out length of ramp from Source 3 | → | Choose where ramp should be fitted and say why | → | Draw diagram of ramp |