

# GUIDANCE NOTE

Issued: 27<sup>th</sup> Oct 2022

Valid From: 21<sup>st</sup> Oct 2022

Valid Until: 21<sup>st</sup> Oct 2025

## GUIDANCE ON THE PRACTICAL ASSESSMENT FOR THE LARGE GOODS VEHICLE (LGV) DRIVER APPRENTICESHIP STANDARD C+E ST0257/AP04

The following guidance is designed to enable end-point assessment organisations (EPAOs) to take the actions described in this guidance if they deem it necessary. The scope of this guidance is limited to those EPAOs working with NSAR as their EQAO and is only those apprenticeship standards listed below:

NSAR is aware that the opportunity to have an independent (EPAO) assessor to conduct effective and efficient workplace observations may be affected by some of the conditions for assessment as stated in the assessment plan. In response to this the NSAR has consulted with the Large Goods Vehicle (LGV) Driver Trailblazer Group, and IFATE, to issue this guidance concerning the assessment method 1: practical assessment; the details of which are below:

### Large Goods Vehicle (LGV) Driver ST0257/AP04 (Version 1.2 of LGV Driver Standard):

#### Resource Planning

- Equipment and resources needed for the practical assessment must be facilitated by the EPAO, who can liaise with the employer and the training provider, to provide these.
- The vehicle for the Practical element of the EPA should be provided by the Employer or the Training Provider.
- The employer will provide access to the resources that the apprentice uses in their daily role, for example, maps, satellite navigation systems, or electronic devices, to allow the apprentice to carry out this task.
- The EPAO must ensure that the venue has the necessary equipment, tools, and controlled conditions to allow practical assessment with questions to take place: questioning that occurs after the practical assessment should take place in a quiet room (including, for example, the cab), free from distractions and influence.

### Large Goods Vehicle (LGV) Driver ST0257/AP04 (Version 1.2 of LGV Driver Standard):

#### Journey Planning

- The apprentice driver will be given 10 minutes to plan an approximately 30-minute journey using a route from their start location to the destination they have been allocated.
- In planning the route, the apprentice must take into account:
  - 1) most efficient routes (shortest or fastest and taking other workloads into consideration)
  - 2) vehicle selection and contingency planning
  - 3) check for road / vehicle / delivery point restrictions
  - 4) use of navigation equipment
  - 5) welfare issues for live loads

## Large Goods Vehicle (LGV) Driver ST0257/AP04 (Version 1.2 of LGV Driver Standard):

### Journey Planning (Continued)

- The independent assessor will review the route ahead of the practical driving assessment to confirm its suitability and will then have 5 minutes to ask a minimum of 2 questions about the apprentice's route (i.e.) road closures, traffic, and weight of the load.
- The independent assessor must obtain feedback on the route from the manager at the employer site (or alternative venue) who can propose a different route only if they are aware of any difficulties with the proposed route e.g., road works or road closures.
- The manager at the employer site (or alternative venue) cannot ask questions or correct any errors. If an alternative route is proposed the apprentice is advised of the new route.
- The practical assessment will commence in a simulated environment selected by the EPAO (for example the EPAO's or employers' premises).

## Large Goods Vehicle (LGV) Driver ST0257/AP04 (Version 1.2 of LGV Driver Standard):

### Practical Assessment

- The apprentice will drive the vehicle on a real road network to the final destination which will be a simulated site chosen by the EPAO (could be, for example, a customer depot, factory, building site, or similar).
- The simulated environment must relate to the apprentice's natural work environment. The practical driving element is envisaged to be similar to that when the Apprentice took the Practical element of the LGV Driving Test. That means it **does not need to be part of a daily work schedule (or a commercial drive)** but a simulation of such. The vehicle does not necessarily need to be loaded.
- Questioning that occurs after the practical assessment should take place in a quiet room (including, for example, the cab), free from distractions and influence.