# Open Awards Level 2 Certificate in Skills for Track and Rail Site Maintenance (RQF)

601/8641/0

QUALIFICATION GUIDE

| Contents | | |
|---|---|---|
| 1. | About the Qualification | Page 3 |
| 3. | Qualification Units | Page 5 |
| 4. | Delivering this Qualification | Page 6 |
| 5. | Appendices and Links | Page 9 |

# About the Qualification

| | |
|---|---|
| **Title** | Open Awards Level 2 Certificate in Skills for Track and Rail Site Maintenance (RQF) |
| **QAN** | 601/8641/0 |
| **Sector** | Engineering and Manufacturing Technologies |
| **Level** | 1 |
| **Funding** | Please click here for more information |
| **Pricing Information** | Please click here for more information |
| **Review Date** | 31/07/2028 |

| | |
|---|---|
| **Ofqual Purpose** | Prepare for further learning or training and/or develop knowledge and/or skills in a subject area |
| **Ofqual Sub-Purpose** | Prepare for further learning or training<br>Develop knowledge and/or skills in a subject area |

| **Total Qualification Time/Guided Learning** | |
|---|---|
| **Certificate** | |
| Total Qualification Time (hours) | 180 |
| Guided Learning (hours) | 138 |

| **Age Range and Restrictions:** | |
|---|---|
| Pre -16 | ✓ |
| 16 – 18 | ✓ |
| 19+ | ✓ |
| Any other restrictions specific to the qualification(s) | None |

| **Any specified entry requirements** |
|---|
| There are no specific prior achievements required. However, it may be useful to have completed a Level 1 Certificate in Skills for Track and Rail Site Maintenance. There are no restrictions on learner entry and this certificate may be studied alongside other vocational qualifications. |

| **Recommended Assessment Method Summary** |
| --- |
| Learners will be required to complete a portfolio of evidence set and marked by the education provider and externally quality assured by Open Awards.<br><br>Candidates must provide sufficient evidence that they have the required knowledge, skills and understanding of the assessment criteria and that it is their own work.<br><br>Types of evidence could include:<br>a) Observation of performance<br>b) Questioning (written or oral)<br>c) Practical Activities<br>d) Photographs or videos<br>e) Personal statements<br>f) Project work<br>g) Witness testimonies<br>h) Group discussion<br>i) Recognition of Prior Learning<br><br>Assessment practices must reflect the Equality and Diversity Policy of Open Awards. |

# Qualification Units

| Rules of Combination | |
|---|---|
| Credit Value of the Qualification | 18 |
| Minimum Credits to be achieved at the Level of the Qualification | 18 |
| Mandatory Units A | All 3 credits must be achieved |
| Optional Group B | A minimum of 3 credits to be achieved |
| Optional Group C | A minimum of 3 credits to be achieved |

Mandatory Unit Group A

| QAC Code | Unit Name | Credits | Level |
|---|---|---|---|
| M/508/2360 | Preparing for Work in the Railway Industry | 3 | Level Two |

Optional Unit Group B (Track Maintenance)

| QAC Code | Unit Name | Credits | Level |
|---|---|---|---|
| T/508/2361 | Carry out Routine Adjustment to Railway Traction and Rolling Stock | 3 | Level Two |
| F/508/2363 | Carry out Routine Inspection of the Permanent Way | 4 | Level Two |
| R/508/2366 | Ensure that the Rail Track is fit for Operation Purposes following Engineering Activity | 3 | Level Two |
| L/508/2365 | Prepare Resources for Track and Rail Site Maintenance Activities | 3 | Level Two |
| A/508/2362 | Prepare Site for Rail Track Maintenance Activities | 3 | Level Two |
| J/508/2364 | Safe Moving and Handling of Components and Equipment for Track Maintenance | 2 | Level Two |

Optional Unit Group C (Site Maintenance)

| QAC Code | Unit Name | Credits | Level |
|---|---|---|---|
| D/508/2371 | Construct, Maintain and Repair Post and Rail Boundaries | 3 | Level Two |
| K/508/2373 | Identify and Remove Unwanted Vegetation | 3 | Level Two |
| H/508/2372 | Load and Unload Physical Resources | 2 | Level Two |
| D/508/2368 | Maintain a Clean and Tidy Environment | 2 | Level Two |
| M/508/2374 | Maintain Equipment and Machines | 3 | Level Two |
| Y/508/2367 | Respond to Non-Routine Signalling Situations in the Rail Industry | 3 | Level Two |

| | | | |
|---|---|---|---|
| Y/508/2370 | Work with Tools, Equipment, Drawings and Specifications in the Rail Engineering Environment | 3 | Level Two |
| H/508/2369 | Working Safely and Securely in the Rail Industry | 2 | Level Two |

# Delivering this Qualification

## Becoming a Centre

To deliver this qualification you must be a recognised Open Awards centre. For more information, head to our website or contact the team on 0151 494 2072

## How to Deliver

You can deliver this qualification by completing a New Qualification Request Form via the Open Awards portal. For more information, see the Centre Handbook, or contact the team on 0151 494 2072.

## Registering Learners

Once you are ready to deliver this qualification, you will need to register your learners in line with the timescales below:
Short courses (15 weeks or less) within 25 working days of the course start date.
Full year long courses (over 15 weeks) within 60 working days of the course start date.
You will need to register your learners via the Open Awards portal.

## Quality Assurance and Standardisation

Delivery of this qualification must be done so in accordance with Ofqual regulatory guidelines and in line with Open Awards' quality assurance processes. Template forms and guidance documents are available via the Open Awards portal.

**Centre Staff Requirements**

Centres are responsible for ensuring that their staff are suitably skilled and experienced. Tutors/ assessors and internal quality assurance (IQA) staff must have relevant occupational knowledge and/or occupational competence at the same level or higher as the units being delivered.
Although not mandatory, best practice would be for Assessors to hold the relevant D32/D33/A1/AQA unit(s) and Level 3 Award in Education or Training. Likewise, best practice would be for Internal Verifiers to hold the relevant D34/V1/IQA unit(s).
Centres are responsible for notifying Open Awards of staff changes.

**Training and support**

Open Awards offers training and support events in Delivery & Assessment and Quality Assurance. These events are held throughout the year. Such events will also provide an opportunity to identify and share best practice. Up to date details of these training events are on our website.

**Internal Quality Assurance (IQA)**

All centres delivering Open Awards provision must operate rigorous internal quality assurance systems. A centre must identify how they will internally quality assure and standardise their delivery and assessment before delivering a course.

**External Quality Assurance (EQA)**

Centre approval compliance monitoring and external quality assurance is carried out by Open Awards' Lead Quality Reviewers/External Quality Assurers who will

confirm that the centre is assessing to standard and ensure that there are robust quality assurance systems embedded.
Please refer to Internal and External Quality Assurance within the Centre Handbook.

**Standardisation**
Centres are required to contribute to national standardisation as requested by Open Awards. Open Awards offers Standardisation events that are held throughout the year. Such events will also provide an opportunity to identify and share best practice. Up to date details of training and standardisation events can be found on our website.

Further guidance on Quality Assurance and Standardisation please refer to the Centre Handbook

## Recognition of Prior Learning and Achievement (RPL)

RPL is a method of assessment that considers whether a learner can demonstrate that they can meet the assessment requirements for a unit through knowledge, understanding or skills they may already possess. Evidence of learning must be sufficient, reliable and valid.
It is the responsibility of the centre to inform Open Awards at registration of any exemptions and/or equivalences for which a claim may be made. These claims will be subject to external verification by the Open Awards' Lead Quality Reviewer for the centre.
For more information, please see our Recognition of Prior Learning Policy found on the Open Awards portal.

## Health and Safety

It is acknowledged that elements of this qualification will be delivered in a practical setting and could include work-place learning. It is therefore essential that appropriate health and safety guidelines are followed at all times and appropriate risk assessments in place to safeguard the learners. It is recommended that all learners complete a full induction, including relevant health and safety instruction.

Below is a list of suggested resources to support centres with appropriate guidelines for Health and Safety. This is not intended as an exhaustive list. It is important that centres follow their own
internal health and safety and risk assessment processes and ensure they are following all relevant Health and Safety guidance,

- Rail Safety and Standards Board
  http://www.rssb.co.uk/
- Office of Rail Regulation
  http://orr.gov.uk/
- Network Rail
  https://www.safety.networkrail.co.uk

## Appendices and Links

| Appendix Name |
| --- |
| Centre Handbook |
| Enquiries, Complaints and Appeals Policy |
| Equality and Diversity Policy |
| Invoicing Policy |
| Privacy Policy |

© Copyright Open Awards 2016.

All rights reserved. Permission is granted to reproduce for personal and educational use only. Commercial copying, hiring or lending is prohibited.

Open Awards
17 De Havilland Drive,
Estuary Commerce Park
Speke
Liverpool
L24 8N
**0151 494 2072**
enquiries@openawards.org.uk
www.openawards.org.uk
@openawards