

## ACCREDITATION CENTRE NVQ NEWS LETTER FEB 10

### Purpose of the Newsletter

The purpose of this news letter is to keep all NVQ Candidates and A1 Assessors up to date with important information happening from within the centre. It is also key to keeping S Fire O's and Training Managers involved in the NVQ development of their Fire Station Staff.

### Centre Details

We have a new addition to the Centre as from the 4<sup>th</sup> May 2010. Sgt Mick Ratten will be replacing Sgt Leon Thrussell. Leon has moved as SNCO Continuation Training.

### Apprenticeship Management Team (AMT)

AMT carried out their annual audit on the Centre between the 12-13<sup>th</sup> January. The purpose of the audit was to ensure the delivery the Apprenticeship was within the Awarding body guidelines. Also WO Jon Kerswill carried out his External Verifier (EV) sampling. We are pleased to announce that the Audit went very well and AMT were very pleased with the delivery output. WO Kerswill has now given the green light to enrol Fire fighters who passed out from Aug 07 to gain their full Apprenticeship. An interest survey has been sent out and an action plan will be put into place to ensure all those who have not completed the Award will have the opportunity to do so.

### A1 Assessors required

The Centre is seeking 10 new A1 assessors to carryout assessment in the workplace. AMT have agreed to fund these positions. We require a letter in writing to apply for this role. The reason for this, is to ensure the right individual can carryout this role and be a part of the Centre assessment strategy.

### Standardisation Meetings

There will be a standardisation meeting on 16<sup>th</sup> February 1000 at RAF Northolt. **ALL** A1 Assessors who are not on essential duty are to attend. There are some very important developments happening over the next few months and this information will be disseminated during this meeting. We require your CPD record from Nov- Feb completed and brought to the meeting. We require a letter of apology for those who are not attending.

### Unit 61 Respond to Fire and Rescue Incidents at an Airport

The Centre has been given the green light to commence unit 61 as from April 10. This will replace unit 219. Sgt Gibson has been tasked in completing all new paperwork including, observation sheets and written questions. These will be included in the portfolios for the next basic course to leave DFTDC from April onwards.

### Training Manager Info

**Continuation Formal Training (CFT) must be completed within 6 months of leaving DFTDC Manston. CFT will also be used as evidence for unit 61. Once completed you are required to send the paperwork to the IPDS Centre for certification.**

### Candidate Progress Charts

We are still having trouble from Stations not sending a monthly candidate progress chart. All training managers must liaise with their assessors to gain the information required. Paperwork required by 5<sup>th</sup> of the month

### Continuous Professional Development (CPD)

Just a reminder to complete your CPD record from Nov-Feb. We require a minimum of 25 hours per year. You are required to bring this with you for the next standardisation meeting.

### NVQ Level 3 Fire Operations in the Community

The Centre had their annual EV visit carried out by Steve Buchanan-Lee. The purpose of the visit was to ensure the Centre was delivering the NVQ level 3 within the Awarding Body guidelines. Steve has now informed us that all sanctions on the Centre are now lifted and we have direct claims status. This is a massive achievement for the Centre and we can now move forward and start enrolling learners on the level 3 programme. However, we will make the decision within the next few weeks on an action plan to ensure that all those who were disadvantaged from late 2006-Aug 07 can commence their award.

### Contact Details Mil: 95236

FS Almond – [mark.almond@dftdc.org](mailto:mark.almond@dftdc.org)  
Ext: 6395  
Sgt Gibson - [nvg@dftdc.org](mailto:nvg@dftdc.org)  
Ext: 6330  
Tricia Mullin – [accredom@dftdc.org](mailto:accredom@dftdc.org)  
Ext 6285

### Congratulations

Congratulations to the following Fire Fighters who have now completed their Apprenticeship Award. A presentation is now being organised to have them handed over by Air Cdre Gammage at RAF Brize Norton on the 8<sup>th</sup> April commencing at 1300.

LAC Flammia

LAC Spain

LAC McGeorge

LAC Fisher

LAC Hale

LAC Robins

### Level 3 Fire Operations in the Community

SAC Andy Hitchcocks RAF

SAC Darren Craven RAF

SAC Daniel Warris RAF

SAC Paul Atkins RAF

FFTR Pete Melville Strathclyde

FFTR Craig Watson DFRS

Certificates will be sent out shortly.