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| Portfolio Sampling Record |
| Learner Name: Ashley Sayer | Award & Level: Gym 2 |
| LC/LO Name: Kirsty Stocks | IQA Name: John Hirst |
| Counter Signatory:(if applicable)  | Date of IQA: 7.9.17 |
| Learners’ Start Date: 29.9.16 | Profiled End Date: 29.9.17 |
| 12Week |  | Interim |  | Final | X |  |  Referred  |  |  Accepted | X |  |
| Units Sampled: Units 5 |

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| Obs | x | Professional Discussion |  | Project Assignment |  |  Q&A | x | Report/Witness Testimony  |  | Other | x |

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|  | Y/N | IQA Report | Action RequiredY/N |
| Portfolio Construction and Presentation Acceptable? | Y | Active IQ portfolio – all mandatory units. | N |
| Planning: Initial/Action/Assessment/Planning & Feedback Effective? | Y | The reviews are detailed and show clear feedback and support to the learner. | N |
| Evidence: Types, Quality, Quantity Standards Met? | Y | The templated paperwork is complete. | N |
| LC/LO Judgements:Validity, Consistency, Fair & Reliable | Y | All work is clearly marked with feedback. | N |
| LC/LO Decisions: Confirmed? | Y | All work is clearly marked with feedback. | N |
| Learner: Progress, Feedback, Review. Acceptable? | Y | The reviews are detailed and show clear feedback and support to the learner. | N |
| Registration & Portfolio Records Complete?  | Y | Active IQ file.  | N |
| Correct amount of Credits for Qualification? | Y | Active IQ portfolio – all mandatory units and paperwork. | N |
| PLP updated including mid/end IAG? | N | Course Reflection is completed | N |

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| QCF | IQA  | Action RequiredY/N |
| Unit 5 | Worksheets 48 – 60 – the questions have been marked and assessed correctly.Session and evaluation – the evaluations are honestly written and good feedback has been added.PDP – the PDP targets short, medium and long term targets.The ERR has been completed, not sampled. |  |
| Functional Skills | Action RequiredY/N |
| Maths | MIAP record on Chrysalis. | N |
| English | MIAP record on Chrysalis. | N |
| ICT |  | NA |
| Technical Certificate | Action RequiredY/N |
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| Actions to be completed before Final: |
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| For Future: |
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| Unit Claim |
| QCF: | 1 to 7 – A and P = 76% and Principles of EFH = 78% |
| Functional Skills: | Exempt |
| Technical Certificate: | Completed via NVQ |
| Framework: | Fully complte. |
| Agreed by LC/LO Signature: |  | Completed byLC/LO Signature: |  |
| Agreed by IQA Signature: | J Hirst | Completed by IQA Signature: |  |