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## GQA LEVEL 3 NVQ CERTIFICATE IN GLAZING

**Qualification Number**

**500/8803/8**

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# PERSONAL COMPETENCE SUMMARY

Name	Company/Centre
Job Title	GQA Registration Number

UNITS OF COMPETENCE					ASSESSOR SIGNATURE Performance and knowledge assessment completed and supplemented with evidence overtime	DATE
Unit Number	Int Ref	MANDATORY UNITS	Level	Credit		
H/601/5068	GL07	Install Glass into Glazing System	2	7		
J/601/5080	GL10	Lead the Glazing Work at Glazing Sites	3	8		
T/600/7363	AG2	Promote and Maintain Health and Safety in a Glass or Glass Related Working Environment	3	4		
<b>Optional Units of Credit – see introduction page to qualification page for details</b>						

RELIABLE EVIDENCE: The forms of evidence available include ( mark as appropriate)

- |   |  |
|---|--|
| Observation in the workplace <input type="checkbox"/><br>Records of prior experience <input type="checkbox"/><br>Testimonial(s) <input type="checkbox"/><br>Work records <input type="checkbox"/> | Assessment of knowledge <input type="checkbox"/><br>Witness statement(s) <input type="checkbox"/><br>Photographic evidence <input type="checkbox"/><br>External testing <input type="checkbox"/> |
|---|--|



### COMPETENCE COMPLETION SIGNATURES

By signing here, the Candidate and Assessor confirm that evidence presented is authentic and that the assessments took place in accordance with the relevant assessment strategy. Details of the assessments and evidence must be recorded in the assessment decision record/summaries at the end of each unit.

	Name and Signature	Date
Candidate		
Lead Assessor		
Internal Verifier		
EQA		

# Introduction to the Qualification

## Who is this Qualification for?

This qualification is aimed at those who work as glaziers, installing glass into frames (e.g. windows, doors), and those who work to maintain glazing installations (usually windows and doors). The standards cover the most important aspects of the job. This qualification is at Level 3, and should be taken by those who are experienced, capable of dealing with a wide range of problems, including working with glazing installations that have complex requirements. Candidates will often take a supervisory role, particularly in relation to less experienced workers. They will also work closely with customers and have well-developed customer service skills.

A further qualification for glazing at Level 2 is also available. In addition, there are qualifications for those who install replacement glass supporting frames and units.

Candidates for this qualification will primarily be:

- working on customer's premises installing glass into supporting frames and units
- maintaining supporting frames and units

Candidates could have jobs entitled:

- Glazier
- Fitter
- Installer
- Glazing Systems Maintainer

## What is required from candidates?

GQA qualifications are made up of a number of units that have a credit value or credits.

These credits must be achieved in the correct combination from mandatory and optional units: this qualification has 3 mandatory units and 2 groups of optional units. Candidates should achieve all 3 mandatory units, plus a minimum of 7 credits from group 1 of optional units, and a minimum of 6 credits from group 2 of optional units. This makes the minimum credit value of the qualification 32 credits.

The units are made up of the things you need to know and the things you need to be able to do to carry out your job safely and correctly. These are called Learning Outcomes, and all must be met to achieve the unit.

Unit No.	Int Ref.	Mandatory units	Level	Credit
H/601/5068	GL07	Install Glass into Glazing System	2	7
J/601/5080	GL10	Lead the Glazing Work at Glazing Sites	3	8
T/600/7363	AG2	Promote and Maintain Health and Safety in a Glass or Glass Related Working Environment	3	4
Optional units - Group 1 (A minimum of 7 credits must be achieved)				
M/601/5087	GL11	Investigate and Resolve Technical Problems at the Glazing Site	3	7
D/601/5327	GP2	Glass Cutting in a Range of Glass Types	3	8
A/601/5075	GL08	Maintain Glazing Systems	3	8
Optional units - Group 2 (A minimum of 6 credits must be achieved)				
T/601/5091	GL12	Apply Window Film to Glass	3	6
Y/601/5097	GL14	Glaze Glass Interiors	3	6
L/601/5114	GL15	Glaze Glass Curtain Wall Systems	3	6
T/601/5107	GL16	Glaze Glass Balustrades	3	6
D/601/5067	GL17	Glaze Glass Overhead Installations	3	7
Y/601/5116	GL18	Glaze Glass Shop Fronts	3	7
H/601/5118	GL19	Glaze Glass Stair and Floor Installations	3	6
J/601/5127	GL20	Glaze Structural Glass Installations	3	6
J/601/5130	GL21	Glaze Toughened Glass Assemblies	3	6
R/601/5132	GL22	Glaze Security Glazing Installations	3	6
Y/601/5133	GL23	Glaze Glass Blocks	3	6

Achieving the combination of Mandatory units and the correct choice of Optional credits will mean the qualification has been completed and GQA will provide the Diploma with the qualification title. Where a candidate has completed additional credits the Diploma will list these as "additional credits", in cases where the candidate has not completed the full qualification and will not go on to do so, a Certificate of credit can be issued for the credits achieved.

## Assessment guidance

Evidence should show that you can complete all of the learning outcomes for each unit being taken.

### Types of evidence:

Evidence of performance and knowledge is required. Evidence of performance should be demonstrated by activities and outcomes, and should be generated in the workplace only, unless indicated under potential sources of evidence (see below). Evidence of knowledge can be demonstrated through performance or by responding to questions.

### Quantity of evidence:

Evidence should show that you can meet the requirements of the units in a way that demonstrates that the standards can be achieved consistently over an appropriate period of time.

### Potential sources of evidence:

The main source of evidence for each unit will be observation of the candidate's performance and knowledge demonstrated during the completion of the unit. This can be supplemented by the following types of physical or documentary evidence:

- Accident book/reporting systems
- Safety records
- Training records
- Audio records
- Job specifications and documentation
- Delivery Records
- Witness testimonies
- Correspondence with customers
- Notes and memos
- Photo/video evidence
- Work diaries
- Timesheets
- Telephone Logs
- Meeting records
- Records of toolbox talks
- Equipment
- Prepared materials and sites
- Completed work

**Please Note that photocopied or downloaded documents such as manufacturers' or industry guidance, H&S policies, Risk Assessments etc, are not normally acceptable evidence for GQA qualifications unless accompanied by a record of a professional discussion or Assessor statement confirming candidate knowledge of the subject. If you are in any doubt about the validity of evidence, please contact your GQA EQA.**

# GQA Qualification Implementation Requirements covering Centre Approval, Candidate Assessment and ongoing Quality Assurance

This document indicates the requirements of Approved Centres delivering GQA qualifications and / or units of credit.

## 1. Equality of Opportunity

Equality of access to fair and valid assessment is necessary for all candidates undergoing assessment. This may mean making reasonable adjustments to normal assessment methods for candidates with particular or special assessment requirements. Candidates work patterns should not become a barrier to assessment, the organisation of which may have to be flexible. In the same way, reasonable adjustment arrangements may be necessary for candidates with a disability. For example, a candidate who is unable, through disability, to produce oral or written evidence, may be allowed to use the method they normally use as a substitute for the required form of communication. Reasonable adjustments need to be approved by GQA.

## 2. Recognised/Approved Assessment Centres

2.1 Individual centres must be approved by GQA to offer specific qualifications and / or units of credit. A centre may be a single organisation or a partnership of two or more organisations. It may operate at a single location or have satellites. For further details see the GQA booklet "Guide to Centre Approval". The Centre Approval process is carried out by a GQA approved EQA. Each Centre must maintain a centre file. It is important to be clear what the steps in the assessment process are:

- plan evidence collection and opportunities for assessment
- collect evidence
- judge evidence
- determine whether sufficient evidence has been presented
- make an assessment decision and give feedback to the candidate

**NB Any deviation from the norm must be approved by a GQA EQA**

## 2.2 Assessors and Verifiers

All Assessors of candidate performance must be competent, to make qualitative judgements, both in the skills they are assessing and in the assessment of candidates and hold the appropriate Assessor national award. Assessor occupational knowledge related to the qualifications being assessed is essential and must be illustrated to GQA prior to approval.

Internal Verifiers are responsible for the quality assurance of the assessment process within a centre. They should have a relevant occupational background, be competent in internal verification and hold the Internal Verifier national award. It is recommended that Internal Verifiers work towards national recognition of assessor competence.

EQAs are responsible for ensuring accurate and consistent standards of assessment across centres, qualifications, units of credit and over time. They should have a relevant occupational background, be competent in external quality assurance and hold the relevant national external quality assurance award. GQA will approve and licence all individuals involved in the assessment and verification of its approved qualifications and / or units of credit. Individuals who are working towards the Assessor or Internal Verifier national awards can only be provisionally licensed. The judgement of provisional licence holders will need to be agreed/authorised by a fully qualified and GQA licensed individual who cannot carry out a dual role in relation to a specific candidate.

All GQA Assessors and Verifiers must undertake a minimum of 2 significant CPD activities in both occupational areas and assessment and verification. Reflective CPD records must be maintained and made available to GQA EV's for review.

## 2.3 Centre Approval, Monitoring Reviews and Quality Assurance

The centre recognition/approval process is the start of a significant part of the awarding body's quality assurance system. The Approval process will begin with an EQA review of centre procedures to ascertain the potential centres ability to deliver GQA qualifications and / or units of credit. Centres will be expected to meet the relevant regulatory authority criteria for delivery of qualifications prior to initial approval; continued compliance with the criteria will be monitored through regular EQA visits. It is recommended that centre reviews are conducted at minimum every six months by a GQA EQA.

New or multi-site centres may be required to undertake quarterly or more frequent EV reviews to ensure that different locations can be seen to satisfy the national requirements.

GQA will ensure that unacceptable barriers relating to the assessment and internal verification of candidates in small companies do not deny recognition of competence to competent young workers. In such circumstances, GQA will demonstrate that its quality assurance procedures remain sufficient and rigorous to ensure that the competence outcomes have standing and credibility in the occupational area.

Enhanced quality procedures to ensure consistency of assessment and verification will be necessary and will include:

- a high level of sampling of assessment decisions N.B. In some instances the EQA may visit each assessment location and qualification / unit of credit candidate (e.g. single candidates dispersed throughout different small companies on government funded programmes)
- an in-depth scrutiny of assessment plans, materials and records
- specific centre guidance aimed at the successful implementation of qualifications and / or units of credit in SMEs via approved centre partnerships. This can include guidance on the quantity and quality of valid, authentic, and transferable evidence expected to be attributed to individual candidates
- ensuring centres are following the requirements prescribed in any appropriate assessment strategies and applicable codes of practice
- the identification and publication of good practice in centres

As part of the Quality Assurance process Proskills require an Enhanced external quality assurance process. This will be in the form of 1 significant underpinning knowledge question answered by the candidate for each unit of the qualification. The questions will be decided by GQA, and guideline answers must be submitted for approval and once approved kept in the Centre File to allow independent assessment

### **3. Qualification / Unit of Credit Candidates**

All candidates must register with a GQA recognised/approved centre. The centre must maintain appropriate candidate personal details for external audit purposes etc.

The centre will provide candidates with advice and guidance on how to prepare for assessment and allocate an Assessor who will assess candidate ability to meet the requirements of the relevant qualifications / unit of credit. It is the candidate's responsibility to demonstrate competence and to do this they must:

- prove they can consistently meet all the qualification and / or unit of credit criteria
- provide evidence from work, that they can perform competently in all the contexts specified in the qualification / unit of credit requirements
- prove that they have the knowledge and understanding required to perform competently, even where they have not provided evidence from the workplace

It is therefore critical that quality evidence is provided in a format to allow the Assessor to make a decision and for the Internal Verifier to audit/verify his/her decision.

### **4. Evidence**

A qualification and / or credit is awarded when a person has achieved the necessary outcomes of the qualification and / or unit of credit.

The specific combination of units necessary to achieve a qualification is detailed in the qualification structure. Certificates of Unit Credit can be awarded when candidates achieve any one, or more, units from the qualification.

The evidence the candidate brings forward is primarily evidence of performance of what he/she can do, not just what he/she knows. The assessment criteria / qualification requirements are described within the qualification and / or unit of credit itself and can incorporate practical skills and knowledge.

The assessor's role is to judge each relevant item of evidence. Each must be judged against the qualification and / or unit of credit requirements. It is not sensible to collect evidence against individual criteria. Nor is it effective. If items of evidence were collected for each of the criteria, the candidate may have to produce many items of evidence, well above the number actually required. GQA recommend holistic assessment.

When judging each item of evidence, the assessor is deciding whether the evidence:

- is authentic – i.e. actually produced by the candidate
- meets the criteria
- relates as appropriate to a context defined within the qualification and / or unit of credit
- confirms that the candidate has the required underpinning knowledge

When the assessor makes a decision about the candidate's competence, he or she examines all the evidence available to determine:

- if the evidence, as a whole, covers all the evidence of achievement
- whether the evidence indicates consistency in competent performance
- whether there is enough evidence on which to base an inference of competence

The answer can only be:

- yes (the candidate is competent)
- no (the candidate is not yet competent)
- there is insufficient evidence to make a decision

Consistency means that the individual is likely to achieve the standard in their work role, in the different activities defined in the qualification and / or unit of credit over time and range of work. The assessor must judge how long a time period is enough to be confident that the candidate can perform reliably to the standard. Unsupported evidence i.e. based on a single assessment/visit will not normally prove consistency.

### **Performance evidence**

Performance evidence can be what the individual actually produces, or the way the individual achieves the standard. One is called product evidence and the other process evidence.

Product evidence is tangible – you can look at it and feel it. Products can be inspected and the candidate can be asked questions about them.

In order to make a fair and objective assessment, the assessor must be able to answer the question: Is there sufficient evidence that the candidate can consistently meet the requirements of the qualification and / or unit of credit?

Process evidence describes the way the candidate has achieved an outcome – how they went about it. This may be, for example, the way the quality of products is checked or the way customer complaints are handled. This usually means observing the candidate in action.

Performance evidence may cover a number of outcomes. It makes sense to plan evidence collection so that what the candidate does, in the normal course of their job, can be related to different outcomes and units. The activities that clearly link to the qualification and / or unit of credit requirements are the things to concentrate on when planning evidence collection and assessment and when monitoring the candidate's progress. Look for opportunities in the candidate's job when evidence can be collected against a number of units at the same time.

Performance evidence can be:

- Naturally occurring – evidence produced in the normal course of work. Evidence of this sort is usually of high quality and reliable. It is also cost effective to collect naturally occurring evidence
- Taken from previous achievements – the candidate may be able to bring forward evidence from previous work experience to show that they are still competent to the standard.
- Evidence of prior achievement can be used when it can be shown to support a judgment that the candidate can still achieve the standard. So, the assessor must be satisfied that the evidence of prior achievement is sufficiently reliable to justify saying that the candidate is currently competent.
- Simulated – from circumstances specially designed to enable the candidate's performance to be assessed. Simulation is generally not acceptable. The exceptions to this are:
  - o Dealing with emergencies
  - o Dealing with accidents
  - o Certain pre-approved real time simulators
  - o Limited other procedures that cannot be practically performed in the workplace, and for which sufficient evidence can be collected through other means.

**NB: It is not always possible or feasible to collect naturally occurring evidence. It is likely that some simulation may be needed, when it may take too long to wait for the evidence to arise e.g. it may be an aspect of performance which occurs infrequently. An example of this may be evidence of how to deal with emergencies i.e. it makes sense to look for evidence from sources other than naturally occurring ones, rather than for, say, waiting for the building to burn down. Centres must obtain GQA EQA approval prior to the use of simulation.**

### **Knowledge evidence**

Being able to achieve a standard requires the ability to put knowledge to work. The qualification and / or unit of credit indicates the knowledge each person should use if they are to perform competently.

It should not be necessary to test all of the candidate's knowledge separately; however, any exception to this would be detailed in the relevant Assessment Strategy. Performance evidence could show that the candidate knows what he or she is doing. When this is not the case, or if the assessor is not convinced from the performance evidence, it may be necessary to check the individual's knowledge separately.

Oral or written assessments must clearly provide a suitable means of checking the breadth and depth of an individual's knowledge. Assessors will need to judge the best mix of knowledge evidence according to individual circumstances. Knowledge evidence is useful when deciding the quality of performance evidence, but must not be used in isolation to judge competence or as an alternative to performance evidence. Care must be taken that candidate evidence is auditable and verifiable.

**NB: These Qualification implementation guidelines are generic across the full range of GQA qualifications. Further guidance on acceptable evidence on each qualification will be found in the Introduction to the Qualification section of the candidate booklet**

# Collation of Evidence for Level 3 Qualifications

The definition of a Level 3 NVQ/SVQ is that competence in a broad range of varied work activities is performed in a wide variety of contexts, most of which are complex and non-routine. There is considerable responsibility and autonomy, and control or guidance of others is often required.

By the very nature of this, it is anticipated that Level 3 candidates will be able to provide evidence of their achievement drawn from successful work activities or projects, in other words, real examples of their work over time and range. All evidence should be dated, signed and authenticated/authorised by a recognised responsible person.

The following comments will help in the planning of evidence collection for Level 3 qualifications:

- Level 3 assessments are not normally carried out by the use of checklists
- Level 3 candidates are encouraged to provide evidence of their achievements drawn from their actual current work activities
- In many cases, evidence of achievement is not difficult to find
- Level 3 candidates should produce a CV that clearly indicates their relevant experience and achievement that contribute to the qualification
- A collation of evidence in the form of a Level 3 portfolio may be used to demonstrate competence against the standard
- The evidence must be cross referenced against the NVQ/SVQ standard (and where necessary justified)
- It may be appropriate for Level 3 candidates to undertake the related Level 2 qualification or some Level 2 units as a milestone/interim qualification
- Level 3 qualifications may include units of competence from Level 2 qualifications. If the candidate has already achieved any unit(s) and is regarded as currently competent then he/she will not be required to be reassessed on the same unit(s)
- Assessors will need to carry out performance and knowledge assessments for units/elements/pcs etc but the need for ongoing formal observations should not be as great if the candidate has produced a quality portfolio.

Some aspects of evidence may be subjected to independent assessment or enhanced external verification to satisfy the requirements of the standards setting body's assessment strategy

# Candidate Declaration

Candidate Name.....

Centre/Company Name.....

Assessor(s) Name(s).....

I acknowledge receipt of this copy of GQA qualification booklet. The unit structure provides information on which units must be achieved to be awarded the qualification. The individual units detail the necessary requirements etc that I must achieve.

I understand that I will have an important role in preparing for and planning assessments and with guidance from the Assessor.

I will collect and record relevant evidence.

I have been informed of the appeals system, should I want to appeal against any part of the assessment process.

I understand the assessments will be carried out with regard to the company's/centre's Equal Opportunities Policy.

Candidate signature.....

Date.....



<b>T/600/7363</b>	<b>Promote and Maintain Health and Safety in a Glass or Glass Related Working Environment</b>	<b>Level 3</b>	<b>4 Credits</b>
<b>AG2</b>			

The aim of this unit is to provide the learner with the knowledge and skills to work safely in the glass or glass related environment, to be able to carry out the correct actions should an accident or emergency occur and to promote and develop safe working practices. The learner will also be required to show awareness of associated problems that can occur and possible solutions.

Learning outcome. The learner will:	Assessment criteria. The learner can:	Evidence.Ref.No		
1. Know which acts, regulations and guidelines apply to the glass or glass related working environment.	1.1 State which acts, regulations and guidelines apply to the glass or glass related working environment.			
	1.2 Explain how these acts, regulations and guidelines apply to the glass or glass related working environment.			
2. Know how to monitor and implement changes in health and safety acts, regulations and guidelines.	2.1 Explain how to monitor changes in health and safety acts, regulations and guidelines, to include: <ul style="list-style-type: none"> <li>• Accessing HSE information</li> <li>• Receiving training updates</li> </ul>			
	2.2 Explain how to introduce and implement changes.			
	2.3 Explain how to monitor the implementation of changes in health and safety to the working environment.			
3. Know how to carry out a formal assessment of hazards and risks in the glass or glass related working environment and the types of risk or hazards that exist.	3.1 Describe the steps in carrying out a formal risk assessment.			
	3.2 Explain how to record the findings and why recording is important.			
	3.3 Explain who should be made aware of the findings and how.			
	3.4 Explain why it is important to inform the relevant people of the findings.			
	3.5 Give 3 examples of risks or hazards that can occur in your working environment.			
4. Be able to identify hazards and assess risks in the glass or glass related working environment.	4.1 Carry out an accurate risk assessment of the glass or glass related working environment.			
	4.2 Report the findings to the correct authority.			
5. Be able to adopt a safe method of work.	5.1 Plan and organise a safe method of work.			
	5.2 Correctly select and use personal protective equipment.			
	5.3 Correctly select and use tools and equipment, to include: <ul style="list-style-type: none"> <li>• Hand tools</li> <li>• Power tools</li> </ul>			
	5.4 Correctly select and use glass and glass related materials.			
6. Know how to ensure there is no unauthorised or unsafe access to the working areas.	6.1 Explain how to establish if a person is authorised to enter the work area.			
	6.2 Explain how to ensure that authorised people entering the work area are kept safe.			
7. Know how to monitor colleagues to ensure they comply with health and safety requirements.	7.1 Explain how to monitor colleagues to ensure they comply with health and safety requirements.			

***Assessor comments/feedback***

<b>T/600/7363</b>	<b>Promote and Maintain Health and Safety in a Glass or Glass Related Working Environment (continued)</b>	<b>Level 3</b>	<b>4 Credits</b>
<b>AG2</b>			

8. Know what to do in the event of accidents or emergencies.	8.1 Describe the correct procedure to follow in the case of an accident.			
	8.2 Describe the correct procedure to follow in the case of an emergency.			
	8.3 Describe the procedure for evacuating workers and visitors.			
	8.4 Describe the procedure for reporting and recording accidents and emergencies.			
9. Be able to correctly record information on accidents and emergencies.	9.1 Correctly record information on health and safety issues, for example: accidents, incidents, dangerous occurrences.			
10. Understand the problems that can occur with promoting and maintaining health and safety within the glass or glass related working environment and the potential solutions.	10.1 Give 3 examples of problems that can arise when promoting health and safety, 1 each of the following: <ul style="list-style-type: none"> <li>• Problem with communicating information to others</li> <li>• Problem with introducing changes</li> <li>• Problem with monitoring colleagues' compliance with health and safety requirements</li> </ul>			
	10.2 Give an explanation of how to overcome each of the problems given in answer to 10.1.			

**Assessor comments/feedback**

J/601/5080	Lead the Glazing Work at Glazing Sites	Level 3	8 Credits
GL10			

This unit requires the candidate to know the importance of taking responsibility for the organisation and completion of glazing work, including checking all necessary resource is available and fit for purpose, and to ensure the work is carried out in a cost effective and timely manner. There is also the need to understand the problems that can occur and be able to offer possible solutions.

Learning outcome. The learner will:	Assessment criteria. The learner can:	Evidence.Ref.No		
1. the type and source of information required to be able to lead the team to carry out the glazing work	1.1 List the information required to enable you to lead the team to carry out the glazing work effectively and in accordance with legislation and Company guidelines.			
	1.2 Explain where and how to obtain the information			
	1.3 Explain the problems that can arise if accurate information is not obtained			
2. Be able to obtain and confirm the information needed to meet glazing requirements.	2.1 Obtain all relevant information			
3. Be able to devise a schedule of work to carry out the glazing work effectively.	3.1 Identify the equipment and resources needed to carry out the glazing work effectively and in accordance with legislation and Company guidelines.			
	3.2 Identify the number of team members and the level of competence needed to carry out the work effectively in accordance with legislation and Company guidelines.			
	3.3 Describe the potential consequences that can result from team members working beyond their level of competence.			
4. Know how to ensure equipment is used correctly and why this is important.	4.1 Explain how to ensure access equipment is used and monitored correctly.			
	4.2 Explain the possible consequences of not carrying this out for: <ul style="list-style-type: none"> <li>• Individuals</li> <li>• Organisation</li> <li>• Self</li> </ul>			
	4.3 Explain how to ensure glazing equipment is used and monitored correctly.			
	4.4 Explain the possible consequences of not carrying this out for: <ul style="list-style-type: none"> <li>• Individuals</li> <li>• Organisation</li> <li>• Self</li> </ul>			
5. Know why it is important to respond promptly to requests from team members.	5.1 Give 3 reasons why it is important to respond promptly to requests from team members			

**Assessor comments/feedback**

<b>J/601/5080</b>	<b>Lead the Glazing Work at Glazing Sites (Continued)</b>	<b>Level 3</b>	<b>8 Credits</b>
<b>GL10</b>			

6. Be able to monitor and guide the progress of the glazing work to ensure effective use of resources.	6.1 Monitor and guide the progress of the glazing work, including: <ul style="list-style-type: none"> <li>• Correct methods of working</li> <li>• Correct use of equipment</li> <li>• Rate of progress</li> <li>• Correct wearing of personal protective equipment</li> <li>• Minimising of waste</li> </ul>			
	6.2 Give direction to team members in a way which maintains good working relationships.			
7. Know the importance of identifying improvements to working practices and how to do this	7.1 Explain the benefits of identifying improvements and pass these on to team members			
8. Understand the types of problems that can occur when leading a team and suggest solutions	8.1 Describe 3 possible problems that can occur when leading a glazing team			
	8.2 Offer a possible solution to each problem identified			

**Assessor comments/feedback**

<b>H/601/5068</b>	<b>Install Glass into Glazing Systems</b>	<b>Level 2</b>	<b>7 Credits</b>
<b>GL07</b>			

This unit covers the installation of glazing materials into glazing support systems. The glass has to be installed correctly according to the type of installation, glass, and glazing support system. The glazier will have to use the correct glazing materials, and then ensure the glazing installation is ready for use. Finally, the glazier will need to check the work, respond to customers' enquiries, and dispose of unwanted materials.

Learning outcome. The learner will:	Assessment criteria. The learner can:	Evidence.Ref.No		
1. Know the equipment and materials used to install glass into glazing systems	1.1 Describe 3 pieces of specialist equipment used when installing glass, and what they are used for			
	1.2 Describe 3 types of material other than glass used during glazing work and what they are used for			
2. Know different glazing methods and their advantages or disadvantages	2.1 List 2 different glazing methods			
	2.2 State 1 advantage of each type			
	2.3 State 1 disadvantage of each type			
3. Be able to select the correct equipment and materials to install the glass to comply with specification and legislation	3.1 Select the correct glazing equipment.			
	3.2 Select the correct type, quantity and quality of glazing materials to carry out the job effectively			
4. Be able to correctly install the glazing materials.	4.1 Correctly and securely install glazing materials into the glazing system, ensuring: <ul style="list-style-type: none"> <li>• Glass fits according to specification</li> <li>• Drainage holes are clear</li> <li>• Installation is weatherproof</li> <li>• Correct function of the system</li> </ul>			
5. Be able to check that the work meets all agreed glazing requirements	5.1 Accurately carry out a final inspection of the glazing work, ensuring that it meets customer / job requirements.			
6. Know how to answer customers' questions.	6.1 List 3 typical questions that may be asked by customers and explain how these might be answered.			
7. Safely remove and dispose of all unwanted glazing materials.	7.1 Safely remove and dispose of all unwanted glazing materials using correct handling methods and personal protective equipment.			
8. Know the types of problems that can occur when installing glass and offer solutions.	8.1 Describe 3 problems that might be encountered during the installation of glass into glazing systems and explain how these might be overcome.			
9. Know the type and level of detail of the installation that has to be recorded and how this is done in accordance with organisational procedures	9.1 Explain the information the Organisation require on the installation			
	9.2 Explain how to record this in line with organisational procedures			

**Assessor comments/feedback**

<b>M/601/5087</b>	<b>Investigate and Resolve Technical Problems at the Glazing Site</b>	<b>Level 3</b>	<b>7 Credits</b>
<b>GL11</b>			

This unit covers the need to resolve technical problems with glazing work. Glaziers are expected to use their experience and knowledge to identify technical problems and propose solutions for them. The unit also covers the recording of relevant information.

Learning outcome. The learner will:	Assessment criteria. The learner can:	Evidence.Ref.No		
1. Know what type of technical problems can occur with glazing work.	1.1 List 3 technical problems with glazing work, to include 1 each for problems with: <ul style="list-style-type: none"> <li>• Access equipment</li> <li>• Glazing equipment</li> <li>• Glazing materials</li> </ul>			
2. Know how to investigate technical problems to identify the location and possible cause of the problem.	2.1 List the sources of technical assistance that are available			
	2.2 Explain how to identify the location of the technical problems given in answer to 1.1			
	2.3 Explain how to identify the likely cause of each problem			
3. Understand how to overcome problems in identifying technical problems to begin rectification	3.1 Describe 2 factors that can make the identification of technical problems difficult			
	3.2 Suggest a possible solution for each problem given			
4. Know how to resolve technical problems.	4.1 List the methods and equipment required to resolve each problem identified in 1.1			
5. Know how to ensure the technical problems have been rectified	5.1 Explain how to confirm the technical problem has been resolved			
	5.2 Explain how to monitor the rectification work, inc timescales and frequency of monitoring			
6. Know what to do if technical problems cannot be resolved.	6.1 Explain when and how to obtain expert assistance			
	6.2 Explain the possible implications this could have for: <ul style="list-style-type: none"> <li>• The customer</li> <li>• Your organisation.</li> </ul>			
7. Understand the systems for communicating on technical problems and rectifications and why this is important	7.1 Explain who needs to be made aware of technical problems and rectifications			
	7.2 Explain the Company procedures for reporting technical problems and rectification, including the type and detail of information required			
	7.3 Describe the possible problems that can occur if the technical problems and rectifications are not recorded accurately			

**Assessor comments/feedback**

<b>D/601/5327</b>	<b>Glass Cutting in a Range of Glass Types</b>	<b>Level 3</b>	<b>8 Credits</b>
<b>GP2</b>			

The aim of this unit is to provide the learner with the skills and knowledge to cut a range of glass types, understand templates and be able to deal with the problems that can arise. Cutting of holes and internal and external radii are also required to complete this unit.

Learning outcome. The learner will:	Assessment criteria. The learner can:	Evidence.Ref.No		
1. Know how different types of glass have to be cut and the equipment required.	1.1 Describe the makeup of the following types of glass: <ul style="list-style-type: none"> <li>Laminated</li> <li>Georgian wired</li> <li>Float glass</li> <li>Mirrors</li> </ul>			
	1.2 Explain the process for cutting each of the types of glass to include: <ul style="list-style-type: none"> <li>Cutting machinery</li> <li>Manual cutting equipment/hand tools</li> <li>Measuring equipment</li> <li>Location</li> </ul>			
2. Know how to use a template.	2.1 Explain why a template may be required.			
	2.2 Explain what information is required on a template.			
	2.3 Explain how to cut glass to shape and size when the information is on a template.			
3. Be able to select the correct method, equipment and location for cutting the glass.	3.1 Select the correct method and location for cutting the glass.			
	3.2 Select the correct equipment for cutting the glass, e.g.: <ul style="list-style-type: none"> <li>Cutting machinery</li> <li>Manual cutting equipment/hand tools</li> <li>Measuring equipment</li> <li>PPE</li> </ul>			
4. Know the types of problems that can occur in the cutting of different types of glass and how these problems might be overcome.	4.1 Describe one problem that can occur in cutting for 3 different types of glass.			
	4.2 Explain how each problem identified could be overcome.			

***Assessor comments/feedback***

<b>D/601/5327</b>	<b>Glass Cutting in a Range of Glass Types (continued)</b>	<b>Level 3</b>	<b>8 Credits</b>
<b>GP2</b>			

5. Be able to cut the glass to specification, minimising waste, and check the glass after cutting to ensure it meets the specifications.	5.1 Cut different types of glass to specification, minimising waste, e.g.: <ul style="list-style-type: none"> <li>• Laminated</li> <li>• Georgian wired</li> <li>• Float glass (clear and obscure)</li> <li>• Mirrors</li> </ul>			
	5.2 Cut glass to shape and size when the information is on a template.			
	5.3 Check the glass after cutting to ensure it meets the specifications.			
6. Be able to cut radii into the different types of glass.	6.1 Cut external radii to different glass types, e.g.: <ul style="list-style-type: none"> <li>• Laminated</li> <li>• Georgian wired</li> <li>• Float glass</li> <li>• Mirrors</li> </ul>			
	6.2 Cut internal radii to different glass types, e.g.: <ul style="list-style-type: none"> <li>• Laminated</li> <li>• Georgian wired</li> <li>• Float glass</li> <li>• Mirrors</li> </ul>			
7. Know how to cut holes in different types of glass, the types of problems that can occur and how they might be overcome.	7.1 Explain how to cut holes in the following types of glass: <ul style="list-style-type: none"> <li>• Laminated</li> <li>• Georgian wired</li> <li>• Float glass</li> </ul>			
	7.2 Describe a problem that can occur when cutting holes in each type of glass and how the problems might be overcome.			
8. Be able to cut holes in different types of glass.	8.1 Cut a hole in clear float glass and one other type of glass.			
9. Be able to record information on the cutting of glass.	9.1 Record accurate information of the glass cut in accordance with Company procedures.			

**Assessor comments/feedback**

<b>A/601/5075</b>	<b>Maintain Glazing Systems</b>	<b>Level 3</b>	<b>8 Credits</b>
<b>GL08</b>			

This unit is concerned with maintenance to glazing support systems, including components such as sashes, hinges, locks, and handles. The candidate needs to be able to dismantle the glazing installation to carry out the required maintenance. Maintenance, including repairs, to the glazing components can then be undertaken, and they must use suitable methods, equipment and materials. The glazing support system then has to be rebuilt and checked to ensure it is functioning correctly. Knowledge of the problems that can occur and possible solutions are also needed to meet the unit aims.

Learning outcome. The learner will:	Assessment criteria. The learner can:	Evidence.Ref.No		
1. Know how to confirm the glazing maintenance requirements of the customer.	1.1 Describe the information that needs to be considered when confirming the glazing maintenance requirements of the customer			
	1.2 List 3 typical components which need maintenance, and explain how these needs become apparent			
2. Be able to investigate the maintenance need to identify the problem, its location and likely causes.	2.1 Identify the location and likely cause of the problem.			
3. Be able to identify which items need removing from the glazing installation and remove them correctly.	3.1 Correctly identify components and materials which need removing.			
	3.2 Remove components and materials in a manner that will allow effective working.			
4. Be able to identify which glazing components and materials are suitable for the glazing maintenance.	4.1 Identify and select the correct components and materials for the glazing maintenance.			
5. Be able to carry out the glazing maintenance work.	5.1 Carry out the required processes in accordance with Manufacturer's and Company guidelines.			
	5.2 Ensure that materials and components function correctly.			
	5.3 Confirm that the glazing system meets customer requirements.			
6. Understand the types of problems that can occur with maintenance work and possible solutions	6.1 Describe 3 possible problems that can occur when carrying out maintenance work.			
	6.2 Explain how these problems could be addressed.			
7. Know what to do when the planned maintenance work has not been successful	7.1 Explain the process to be followed when the maintenance work has not been successful, to include: <ul style="list-style-type: none"> <li>• Information to give to the customer</li> <li>• Information to be given to the Company</li> </ul>			
8. Know the information to record on the maintenance work in accordance with Organisational procedures	8.1 Explain what information to record of the work carried out			
	8.2 Explain how to record this in accordance with Company requirements			

**Assessor comments/feedback**

<b>T/601/5091</b>	<b>Apply Window Film to Glass</b>	<b>Level 3</b>	<b>6 Credits</b>
<b>GL12</b>			

This unit covers the application of window film to glazing installations by using a number of processes and other more specialised product-related treatments. Glaziers need to demonstrate their ability to apply film to the glass, and then finish the application with the appropriate processes. Knowledge of problems and potential solutions is also a requirement.

Learning outcome. The learner will:	Assessment criteria. The learner can:	Evidence.Ref.No		
1. Know the types of materials available to use and how to confirm the customer requirements.	1.1 List the different types of window film			
	1.2 Explain how to confirm the requirements of the customer.			
	1.3 Explain how to identify the correct specifications of the window film.			
	1.4 Explain any restrictions on the use of a particular material			
2. Know the equipment and methods used to cut and apply window film	2.1 Describe 3 pieces of equipment used in the cutting and application of window film and their purpose			
	2.2 Describe 2 methods of applying window film in accordance with Manufacturer's instructions			
	2.3 Explain what dictates the choice of method			
3. Be able to confirm glazing requirements.	3.1 Confirm the glazing requirements of the customer.			
	3.2 Confirm the required specifications of the window film.			
4. Be able to prepare for the application of window film.	4.1 Select the correct window film, taking into account the glass and other materials in the installation.			
	4.2 Select the correct equipment and method.			
	4.3 Prepare the window and film correctly.			
	4.4 Shape the window film to the correct size, minimising waste.			
5. Be able to apply window film correctly.	5.1 Apply window film correctly.			
	5.2 Check the application of the window film.			
	5.3 Finish the application of the window film.			
6. Know the types of problems that can occur and how to overcome	6.1 Describe 3 problems that can occur in the application of window film to glass			
	6.2 Suggest a possible solution to each problem			
7. Know the type of information to record about the application of window film and how to do this in line with Organisational requirements.	7.1 Explain the type of information to record to comply with Company procedures			
	7.2 Explain how to record this information.			

**Assessor comments/feedback**

<b>Y/601/5097</b>	<b>Glaze Glass Interiors</b>	<b>Level 3</b>	<b>6 Credits</b>
<b>GL14</b>			

This unit covers the glazing of glass interiors, such as mirrors, partitions, furniture, enclosures, and even fish tanks. The glass has to be glazed into the interior correctly. The glazier will have to use the correct glazing materials, and then ensure the interior is ready for use or further work. Finally, the glazier will need to check the work, respond to customers' enquiries, and dispose of unwanted materials.

Learning outcome. The learner will:	Assessment criteria. The learner can:	Evidence.Ref.No		
1. Be able to confirm glazing requirements of the customer.	1.1 Correctly confirm the glazing requirements of the customer			
2. Know the correct methods and equipment for glazing glass interiors.	2.1 Describe the different methods and equipment that can be used for glazing glass interiors of different sizes, positions and purposes.			
3. Be able to select the correct glazing method.	3.1 Identify and select the correct glazing method.			
4. Be able to select the correct glazing equipment.	4.1 Select the correct glazing equipment, for example: <ul style="list-style-type: none"> <li>• Battery supplied equipment</li> <li>• Mains supplied equipment</li> <li>• Machinery</li> <li>• Manual tools</li> </ul>			
5. Be able to confirm the preparation of the site, equipment and materials.	5.1 Confirm the site is ready for glazing work.			
	5.2 Confirm the correct equipment is ready for glazing work.			
	5.3 Confirm the correct materials are ready for glazing work, for example: <ul style="list-style-type: none"> <li>• Correct type, size, quantity and quality of glass</li> <li>• Fixings</li> <li>• Consumables</li> <li>• Infill panels</li> </ul>			

**Assessor comments/feedback**

<b>Y/601/5097</b>	<b>Glaze Glass Interiors (continued)</b>	<b>Level 3</b>	<b>6 Credits</b>
<b>GL14</b>			

6. Be able to handle and transport glazing materials correctly.	6.1 Handle and transport glazing materials correctly using, for example: <ul style="list-style-type: none"> <li>• Manual handling</li> <li>• Carrying equipment</li> <li>• Personal protective equipment</li> </ul>			
7. Be able to fix glass correctly and securely into the interior.	7.1 Fix glass correctly and securely into the interior.			
	7.2 Explain why it is important to ensure that installation holes are clear and that components function correctly.			
	7.3 Check that the glazing work carried out meets all agreed glazing requirements and specifications.			
8. Be able to dispose of all unwanted glass and other materials safely.	8.1 Dispose of all unwanted glass and other materials safely.			
9. Know how to answer customer questions concerning the glazing work.	9.1 Describe three questions that might typically be asked by the customer and explain how these could be answered.			
10. Know how to overcome problems relating to the glazing of interiors.	10.1 Describe three problems that can occur in the glazing of glass interiors and explain how these might be overcome.			
11. Know the type of information to record about the work and how to do this in line with Organisational requirements.	11.1 Explain the type of information to record to comply with Company procedures			
	11.2 Explain how to record this information.			

**Assessor comments/feedback**

<b>L/601/5114</b>	<b>Glaze Glass Curtain Wall Systems</b>	<b>Level 3</b>	<b>6 Credits</b>
<b>GL15</b>			

This unit covers the glazing of glass curtain wall systems including screen wall systems. The glass has to be glazed into the curtain wall safely and correctly. The glazier will have to use the correct glazing materials, and then ensure the curtain wall is ready for use or further work. The glazier will need to check the work, respond to customers' enquiries, and dispose of unwanted materials, be aware of associated problems and offer solutions.

Learning outcome. The learner will:	Assessment criteria. The learner can:	Evidence.Ref.No		
1. Be able to confirm glazing requirements of the customer.	1.1 Correctly confirm the glazing requirements of the customer			
2. Know the correct methods and equipment for glazing glass curtain wall systems.	2.1 Describe the different methods and equipment that can be used for glazing glass curtain wall systems of different sizes, positions and purposes. Give three examples.			
3. Be able to select the correct glazing method.	3.1 Identify and select the correct glazing method.			
4. Be able to select the correct glazing equipment.	4.1 Select the correct glazing equipment, for example: <ul style="list-style-type: none"> <li>• Battery supplied equipment</li> <li>• Mains supplied equipment</li> <li>• Machinery</li> <li>• Manual tools</li> </ul>			
5. Be able to confirm the preparation of the site, equipment and materials.	5.1 Confirm the site is ready for glazing work.			
	5.2 Confirm the correct equipment is ready for glazing work.			
	5.3 Confirm the correct materials are ready for glazing work, for example: <ul style="list-style-type: none"> <li>• Correct type, size, quantity and quality of glass</li> <li>• Fixings</li> <li>• Consumables</li> <li>• Infill panels</li> </ul>			

**Assessor comments/feedback**

<b>L/601/5114</b>	<b>Glaze Glass Curtain Wall Systems</b>	<b>Level 3</b>	<b>6 Credits</b>
<b>GL15</b>			

6. Be able to handle and transport glazing materials correctly.	6.1 Handle and transport glazing materials correctly using, for example: <ul style="list-style-type: none"> <li>• Manual handling</li> <li>• Carrying equipment</li> <li>• Personal protective equipment</li> </ul>			
7. Be able to fix glass correctly and securely into the curtain wall.	7.1 Fix glass correctly and securely into the curtain wall.			
	7.2 Explain why it is important to ensure that installation holes are clear and that components function correctly.			
	7.3 Check that the glazing work carried out meets all agreed glazing requirements and specifications.			
8. Be able to dispose of all unwanted glass and other materials safely.	8.1 Dispose of all unwanted glass and other materials safely.			
9. Know how to answer customer questions concerning the glazing work.	9.1 Describe three questions that might typically be asked by the customer and explain how these might be answered.			
10. Know how to overcome problems relating to the glazing of curtain wall systems.	10.1 Describe three problems that can occur in the glazing of glass curtain wall systems and explain how these might be overcome.			
11. Know the type of information to record about the work and how to do this in line with Organisational requirements.	11.1 Explain the type of information to record to comply with Company procedures			
	11.2 Explain how to record this information.			

**Assessor comments/feedback**

<b>T/601/5107</b>	<b>Glaze Glass Balustrades</b>	<b>Level 3</b>	<b>6 Credits</b>
<b>GL16</b>			

This unit covers the glazing of glass balustrades. The glass has to be glazed into the balustrade correctly. The glazier will have to use the correct glazing materials, and then ensure the balustrade is ready for use or further work. The glazier will need to check the work, respond to customers' enquiries, and dispose of unwanted materials, be aware of associated problems and offer solutions.

Learning outcome. The learner will:	Assessment criteria. The learner can:	Evidence.Ref.No		
1. Be able to confirm glazing requirements of the customer.	1.1 Correctly confirm the glazing requirements of the customer			
2. Know the correct methods and equipment for glazing glass balustrades.	2.1 Describe the different methods and equipment that can be used for glazing glass balustrades of different sizes, positions and purposes. Give three examples.			
3. Be able to select the correct glazing method	3.1 Identify and select the correct glazing method.			
4. Be able to select the correct glazing equipment.	4.1 Select the correct glazing equipment, for example: <ul style="list-style-type: none"> <li>• Battery supplied equipment</li> <li>• Mains supplied equipment</li> <li>• Machinery</li> <li>• Manual tools</li> </ul>			
5. Be able to confirm the preparation of the site, equipment and materials.	5.1 Confirm the site is ready for glazing work.			
	5.2 Confirm the correct equipment is ready for glazing work.			
	5.3 Confirm the correct materials are ready for glazing work, for example: <ul style="list-style-type: none"> <li>• Correct type, size, quantity and quality of glass</li> <li>• Fixings</li> <li>• Consumables</li> <li>• Infill panels</li> </ul>			
6. Be able to handle and transport glazing materials correctly.	6.1 Handle and transport glazing materials correctly using, for example: <ul style="list-style-type: none"> <li>• Manual handling</li> <li>• Carrying equipment</li> <li>• Personal protective equipment</li> </ul>			
7. Be able to fix glass correctly and securely into the balustrade.	7.1 Fix glass correctly and securely into the balustrade.			
	7.2 Explain why it is important to ensure that installation holes are clear and that components function correctly.			
	7.3 Check that the glazing work carried out meets all agreed glazing requirements and specifications.			

**Assessor comments/feedback**

<b>T/601/5107</b>	<b>Glaze Glass Balustrades (continued)</b>	<b>Level 3</b>	<b>6 Credits</b>
<b>GL16</b>			

8. Be able to dispose of all unwanted glass and other materials safely.	8.1 Dispose of all unwanted glass and other materials safely.			
9. Know how to answer customer questions concerning the glazing work.	9.1 Describe three questions that might typically be asked by the customer and explain how these might be answered.			
10. Know how to overcome problems relating to the glazing of balustrades.	10.1 Describe three problems that can occur in the glazing of glass balustrades and explain how these might be overcome.			
11. Know the type of information to record about the work and how to do this in line with Organisational requirements.	11.1 Explain the type of information to record to comply with Company procedures			
	11.2 Explain how to record this information.			

***Assessor comments/feedback***

<b>D/601/5067</b>	<b>Glaze Glass Overhead Installations</b>	<b>Level 3</b>	<b>7 Credits</b>
<b>GL17</b>			

This unit covers the glazing of glass overhead installations. The glass has to be glazed into the installation safely and correctly. The glazier will have to use the correct glazing materials, and then ensure the installation is ready for use or further work. The glazier will need to check the work, respond to customers' enquiries, and dispose of unwanted materials, be aware of associated problems and offer solutions.

Learning outcome. The learner will:	Assessment criteria. The learner can:	Evidence.Ref.No		
1. Be able to confirm glazing requirements of the customer.	1.1 Correctly confirm the glazing requirements of the customer			
2. Know the correct methods and equipment for glazing glass overhead installations.	2.1 Describe the different methods and equipment that can be used for glazing glass overhead installations of different sizes, positions and purposes. Give three examples.			
3. Be able to select the correct glazing method.	3.1 Identify and select the correct glazing method.			
4. Be able to select the correct glazing equipment.	4.1 Select the correct glazing equipment, for example: <ul style="list-style-type: none"> <li>• Battery supplied equipment</li> <li>• Mains supplied equipment</li> <li>• Machinery</li> <li>• Manual tools</li> </ul>			
5. Be able to confirm the preparation of the site, equipment and materials.	5.1 Confirm the site is ready for glazing work.			
	5.2 Confirm the correct equipment is ready for glazing work.			
	5.3 Confirm the correct materials are ready for glazing work, for example: <ul style="list-style-type: none"> <li>• Correct type, size, quantity and quality of glass</li> <li>• Fixings</li> <li>• Consumables</li> <li>• Infill panels</li> </ul>			
6. Be able to handle and transport glazing materials correctly.	6.1 Handle and transport glazing materials correctly using, for example: <ul style="list-style-type: none"> <li>• Manual handling</li> <li>• Carrying equipment</li> <li>• Personal protective equipment</li> </ul>			

**Assessor comments/feedback**

<b>D/601/5067</b>	<b>Glaze Glass Overhead Installations (continued)</b>	<b>Level 3</b>	<b>7 Credits</b>
<b>GL17</b>			

7. Be able to fix glass correctly and securely into the overhead installation.	7.1 Fix glass correctly and securely into the overhead installation.			
	7.2 Explain why it is important to ensure that installation holes are clear and that components function correctly.			
	7.3 Check that the glazing work carried out meets all agreed glazing requirements and specifications.			
8. Be able to dispose of all unwanted glass and other materials safely.	8.1 Dispose of all unwanted glass and other materials safely.			
9. Know how to answer customer questions concerning the glazing work.	9.1 Describe three questions that might typically be asked by the customer and explain how these might be answered.			
10. Know how to overcome problems relating to the glazing of glass overhead installations.	10.1 Describe three problems that can occur in the glazing of glass overhead installations and explain how these might be overcome.			
11. Know the type of information to record about the work and how to do this in line with Organisational requirements.	11.1 Explain the type of information to record to comply with Company procedures			
	11.2 Explain how to record this information.			

**Assessor comments/feedback**

<b>Y/601/5116</b>	<b>Glaze Glass Shop Fronts</b>	<b>Level 3</b>	<b>7 Credits</b>
<b>GL18</b>			

This unit covers the glazing of shop fronts. The glass has to be glazed into the shop front. The glazier will have to use the correct glazing materials, and then ensure the shop front is ready for use or further work. The glazier will need to check the work, respond to customers' enquiries, and dispose of unwanted materials, be aware of associated problems and offer solutions.

Learning outcome. The learner will:	Assessment criteria. The learner can:	Evidence.Ref.No		
1. Be able to confirm glazing requirements of the customer.	1.1 Correctly confirm the glazing requirements of the customer			
2. Know the correct methods and equipment for glazing glass shop fronts.	2.1 Describe the different methods and equipment that can be used for glazing glass shop fronts of different sizes, positions and purposes. Give three examples.			
3. Be able to select the correct glazing method.	3.1 Identify and select the correct glazing method.			
4. Be able to select the correct glazing equipment.	4.1 Select the correct glazing equipment, for example: <ul style="list-style-type: none"> <li>• Battery supplied equipment</li> <li>• Mains supplied equipment</li> <li>• Machinery</li> <li>• Manual tools</li> </ul>			
5. Be able to confirm the preparation of the site, equipment and materials.	5.1 Confirm the site is ready for glazing work.			
	5.2 Confirm the correct equipment is ready for glazing work.			
	5.3 Confirm the correct materials are ready for glazing work, for example: <ul style="list-style-type: none"> <li>• Correct type, size, quantity and quality of glass</li> <li>• Fixings</li> <li>• Consumables</li> <li>• Infill panels</li> </ul>			
6. Be able to handle and transport glazing materials correctly.	6.1 Handle and transport glazing materials correctly using, for example: <ul style="list-style-type: none"> <li>• Manual handling</li> <li>• Carrying equipment</li> <li>• Personal protective equipment</li> </ul>			
7. Be able to fix glass correctly and securely into the shop front.	7.1 Fix glass correctly and securely into the shop front.			
	7.2 Explain why it is important to ensure that installation holes are clear and that components function correctly.			
	7.3 Check that the glazing work carried out meets all agreed glazing requirements and specifications.			
8. Be able to dispose of all unwanted glass and other materials safely.	8.1 Dispose of all unwanted glass and other materials safely.			
9. Know how to answer customer questions concerning the glazing work.	9.1 Describe three questions that might typically be asked by the customer and explain how these might be answered.			

**Assessor comments/feedback**

<b>Y/601/5116</b>	<b>Glaze Glass Shop Fronts (continued)</b>	<b>Level 3</b>	<b>7 Credits</b>
<b>GL18</b>			

10. Know how to overcome problems relating to the glazing of glass shop fronts.	10.1 Describe three problems that can occur in the glazing of glass shop fronts and explain how these might be overcome.			
11. Know the type of information to record about the work and how to do this in line with Organisational requirements.	11.1 Explain the type of information to record to comply with Company procedures			
	11.2 Explain how to record this information.			

***Assessor comments/feedback***

<b>H/601/5118</b>	<b>Glaze Glass Stair and Floor Installations</b>	<b>Level 3</b>	<b>6 Credits</b>
<b>GL19</b>			

This unit covers the glazing of glass stair and floor installations. The glass has to be glazed into the installation correctly. The glazier will have to use the correct glazing materials, and then ensure the installation is ready for use or further work. The glazier will need to check the work, respond to customers' enquiries, and dispose of unwanted materials, be aware of associated problems and offer solutions.

Learning outcome. The learner will:	Assessment criteria. The learner can:	Evidence.Ref.No		
1. Be able to confirm glazing requirements of the customer.	1.1 Correctly confirm the glazing requirements of the customer			
2. Know the correct methods and equipment for glazing glass stair and floor installations.	2.1 Describe the different methods and equipment that can be used for glazing glass stair and floor installations of different sizes, positions and purposes. Give three examples.			
3. Be able to select the correct glazing method.	3.1 Identify and select the correct glazing method.			
4. Be able to select the correct glazing equipment.	4.1 Select the correct glazing equipment, for example: <ul style="list-style-type: none"> <li>• Battery supplied equipment</li> <li>• Mains supplied equipment</li> <li>• Machinery</li> <li>• Manual tools</li> </ul>			
5. Be able to confirm the preparation of the site, equipment and materials.	5.1 Confirm the site is ready for glazing work.			
	5.2 Confirm the correct equipment is ready for glazing work			
	5.3 Confirm the correct materials are ready for glazing work, for example: <ul style="list-style-type: none"> <li>• Correct type, size, quantity and quality of glass</li> <li>• Fixings</li> <li>• Consumables</li> <li>• Infill panels</li> </ul>			
6. Be able to handle and transport glazing materials correctly.	6.1 Handle and transport glazing materials correctly using, for example: <ul style="list-style-type: none"> <li>• Manual handling</li> <li>• Carrying equipment</li> <li>• Personal protective equipment</li> </ul>			
7. Be able to fix glass correctly and securely into the glass stair and floor installations	7.1 Fix glass correctly and securely into the glass stair and floor installations.			
	7.2 Explain why it is important to ensure that installation holes are clear and that components function correctly.			
	7.3 Check that the glazing work carried out meets all agreed glazing requirements and specifications.			

**Assessor comments/feedback**

<b>H/601/5118</b>	<b>Glaze Glass Stair and Floor Installations (continued)</b>	<b>Level 3</b>	<b>6 Credits</b>
<b>GL19</b>			

8. Be able to dispose of all unwanted glass and other materials safely.	8.1 Dispose of all unwanted glass and other materials safely.			
9. Know how to answer customer questions concerning the glazing work.	9.1 Describe three questions that might typically be asked by the customer and explain how these might be answered.			
10. Know how to overcome problems relating to the glazing of glass stair and floor installations.	10.1 Describe three problems that can occur in the glazing of glass stair and floor installations and explain how these might be overcome.			
11. Know the type of information to record about the work and how to do this in line with Organisational requirements.	11.1 Explain the type of information to record to comply with Company procedures			
	11.2 Explain how to record this information.			

***Assessor comments/feedback***

<b>J/601/5127</b>	<b>Glaze Structural Glass Installations</b>	<b>Level 3</b>	<b>6 Credits</b>
<b>GL20</b>			

This unit covers the glazing of structural glass installations. The glass has to be glazed into the installation safely and correctly. The glazier will have to use the correct glazing materials, and then ensure the installation is ready for use or further work. The glazier will need to check the work, respond to customers' enquiries, and dispose of unwanted materials, be aware of associated problems and offer solutions.

Learning outcome. The learner will:	Assessment criteria. The learner can:	Evidence.Ref.No		
1. Be able to confirm glazing requirements of the customer.	1.1 Correctly confirm the glazing requirements of the customer			
2. Know the correct methods and equipment for glazing structural glass installations.	2.1 Describe the different methods and equipment that can be used for glazing structural glass installations of different sizes, positions and purposes. Give three examples.			
3. Be able to select the correct glazing method.	3.1 Identify and select the correct glazing method.			
4. Be able to select the correct glazing equipment.	4.1 Select the correct glazing equipment, for example: <ul style="list-style-type: none"> <li>• Battery supplied equipment</li> <li>• Mains supplied equipment</li> <li>• Machinery</li> <li>• Manual tools</li> </ul>			
5. Be able to confirm the preparation of the site, equipment and materials.	5.1 Confirm the site is ready for glazing work.			
	5.2 Confirm the correct equipment is ready for glazing work.			
	5.3 Confirm the correct materials are ready for glazing work, for example: <ul style="list-style-type: none"> <li>• Correct type, size, quantity and quality of glass</li> <li>• Fixings</li> <li>• Consumables</li> <li>• Infill panels</li> </ul>			

**Assessor comments/feedback**

<b>J/601/5127</b>	<b>Glaze Structural Glass Installations (continued)</b>	<b>Level 3</b>	<b>6 Credits</b>
<b>GL20</b>			

6. Be able to handle and transport glazing materials correctly.	6.1 Handle and transport glazing materials correctly using, for example: <ul style="list-style-type: none"> <li>• Manual handling</li> <li>• Carrying equipment</li> <li>• Personal protective equipment</li> </ul>			
7. Be able to fix glass correctly and securely into the structural glass installation.	7.1 Fix glass correctly and securely into the structural glass installation.			
	7.2 Explain why it is important to ensure that installation holes are clear and that components function correctly.			
	7.3 Check that the glazing work carried out meets all agreed glazing requirements and specifications.			
8. Be able to dispose of all unwanted glass and other materials safely.	8.1 Dispose of all unwanted glass and other materials safely.			
9. Know how to answer customer questions concerning the glazing work.	9.1 Describe three questions that might typically be asked by the customer and explain how these might be answered.			
10. Know how to overcome problems relating to the glazing of structural glass installations.	10.1 Describe three problems that can occur in the glazing of structural glass installations and explain how these might be overcome.			
11. Know the type of information to record about the work and how to do this in line with Organisational requirements.	11.1 Explain the type of information to record to comply with Company procedures			
	11.2 Explain how to record this information			

**Assessor comments/feedback**

<b>J/601/5130</b>	<b>Glaze Toughened Glass Assemblies</b>	<b>Level 3</b>	<b>6 Credits</b>
<b>GL21</b>			

This unit covers the glazing of toughened glass assemblies. The glass has to be glazed into the assembly safely and correctly. The glazier will have to use the correct glazing materials, and then ensure the assembly is ready for use or further work. The glazier will need to check the work, respond to customers' enquiries, and dispose of unwanted materials, be aware of associated problems and offer solutions.

Learning outcome. The learner will:	Assessment criteria. The learner can:	Evidence.Ref.No		
1. Be able to confirm glazing requirements of the customer.	1.1 Correctly confirm the glazing requirements of the customer			
2. Know the correct methods and equipment for glazing the toughened glass assembly.	2.1 Describe the different methods and equipment that can be used for glazing toughened glass assemblies of different sizes, positions and purposes. Give three examples.			
3. Be able to select the correct glazing method.	3.1 Identify and select the correct glazing method.			
4. Be able to select the correct glazing equipment.	4.1 Select the correct glazing equipment, for example: <ul style="list-style-type: none"> <li>• Battery supplied equipment</li> <li>• Mains supplied equipment</li> <li>• Machinery</li> <li>• Manual tools</li> </ul>			
5. Be able to confirm the preparation of the site, equipment and materials.	5.1 Confirm the site is ready for glazing work.			
	5.2 Confirm the correct equipment is ready for glazing work.			
	5.3 Confirm the correct materials are ready for glazing work, for example: <ul style="list-style-type: none"> <li>• Correct type, size, quantity and quality of glass</li> <li>• Fixings</li> <li>• Consumables</li> <li>• Infill panels</li> </ul>			
6. Be able to handle and transport glazing materials correctly.	6.1 Handle and transport glazing materials correctly using, for example: <ul style="list-style-type: none"> <li>• Manual handling</li> <li>• Carrying equipment</li> <li>• Personal protective equipment</li> </ul>			
7. Be able to fix glass correctly and securely into the toughened glass assembly.	7.1 Fix glass correctly and securely into the toughened glass assembly.			
	7.2 Explain why it is important to ensure that installation holes are clear and that components function correctly.			
	7.3 Check that the glazing work carried out meets all agreed glazing requirements and specifications.			

**Assessor comments/feedback**

<b>J/601/5130</b>	<b>Glaze Toughened Glass Assemblies (continued)</b>	<b>Level 3</b>	<b>6 Credits</b>
<b>GL21</b>			

8. Be able to dispose of all unwanted glass and other materials safely.	8.1 Dispose of all unwanted glass and other materials safely.			
9. Know how to answer customer questions concerning the glazing work.	9.1 Describe three questions that might typically be asked by the customer and explain how these might be answered.			
10. Know how to overcome problems relating to the glazing of toughened glass assemblies.	10.1 Describe three problems that can occur in the glazing of toughened glass assemblies and explain how these might be overcome.			
11. Know the type of information to record about the work and how to do this in line with Organisational requirements.	11.1 Explain the type of information to record to comply with Company procedures			
	11.2 Explain how to record this information.			

**Assessor comments/feedback**

<b>R/601/5132</b>	<b>Glaze Security Glazing Installations</b>	<b>Level 3</b>	<b>6 Credits</b>
<b>GL22</b>			

This unit covers the glazing of security glazing. The glass has to be glazed into the security glazing installation correctly. The glazier will have to use the correct glazing materials, and then ensure the installation is ready for use or further work. The glazier will need to check the work, respond to customers' enquiries, and dispose of unwanted materials, be aware of associated problems and offer solutions.

Learning outcome. The learner will:	Assessment criteria. The learner can:	Evidence.Ref.No		
1. Be able to confirm glazing requirements of the customer.	1.1 Correctly confirm the glazing requirements of the customer			
2. Know the correct methods and equipment for glazing the security glazing installation.	2.1 Describe the different methods and equipment that can be used for glazing security glazing installations of different sizes, positions and purposes. Give three examples.			
3. Be able to select the correct glazing method.	3.1 Identify and select the correct glazing method.			
4. Be able to select the correct glazing equipment.	4.1 Select the correct glazing equipment, for example: <ul style="list-style-type: none"> <li>• Battery supplied equipment</li> <li>• Mains supplied equipment</li> <li>• Machinery</li> <li>• Manual tools</li> </ul>			
5. Be able to confirm the preparation of the site, equipment and materials.	5.1 Confirm the site is ready for glazing work.			
	5.2 Confirm the correct equipment is ready for glazing work.			
	5.3 Confirm the correct materials are ready for glazing work, for example: <ul style="list-style-type: none"> <li>• Correct type, size, quantity and quality of glass</li> <li>• Fixings</li> <li>• Consumables</li> <li>• Infill panels</li> </ul>			
6. Be able to handle and transport glazing materials correctly.	6.1 Handle and transport glazing materials correctly using, for example: <ul style="list-style-type: none"> <li>• Manual handling</li> <li>• Carrying equipment</li> <li>• Personal protective equipment</li> </ul>			
7. Be able to fix glass correctly and securely into the security glazing installation	7.1 Fix glass correctly and securely into the security glazing installation.			
	7.2 Explain why it is important to ensure that installation holes are clear and that components function correctly.			
	7.3 Check that the glazing work carried out meets all agreed glazing requirements and specifications.			
8. Be able to dispose of all unwanted glass and other materials safely.	8.1 Dispose of all unwanted glass and other materials safely.			
9. Know how to answer customer questions concerning the glazing work.	9.1 Describe three questions that might typically be asked by the customer and explain how these might be answered.			

**Assessor comments/feedback**

<b>R/601/5132</b>	<b>Glaze Security Glazing Installations (continued)</b>	<b>Level 3</b>	<b>6 Credits</b>
<b>GL22</b>			

10. Know how to overcome problems relating to the glazing of security glazing installations.	10.1 Describe three problems that can occur in the glazing of security glazing installations and explain how these might be overcome.			
11. Know the type of information to record about the work and how to do this in line with Organisational requirements.	11.1 Explain the type of information to record to comply with Company procedures			
	11.2 Explain how to record this information.			

**Assessor comments/feedback**

<b>Y/601/5133</b>	<b>Glaze Glass Blocks</b>	<b>Level 3</b>	<b>6 Credits</b>
<b>GL23</b>			

This unit covers the glazing of glass blocks. The glass blocks have to be glazed correctly. The glazier will have to use the correct glazing materials, and then ensure the glass blocks are ready for use or further work. The glazier will need to check the work, respond to customers' enquiries, and dispose of unwanted materials, be aware of associated problems and offer solutions.

Learning outcome. The learner will:	Assessment criteria. The learner can:	Evidence.Ref.No		
1. Be able to confirm glazing requirements of the customer.	1.1 Correctly confirm the glazing requirements of the customer			
2. Know the correct methods and equipment for glazing the glass blocks.	2.1 Describe the different methods and equipment that can be used for glazing glass blocks of different sizes, positions and purposes. Give three examples.			
3. Be able to select the correct glazing method.	3.1 Identify and select the correct glazing method.			
4. Be able to select the correct glazing equipment.	4.1 Select the correct glazing equipment, for example: <ul style="list-style-type: none"> <li>• Battery supplied equipment</li> <li>• Mains supplied equipment</li> <li>• Machinery</li> <li>• Manual tools</li> </ul>			
5. Be able to confirm the preparation of the site, equipment and materials.	5.1 Confirm the site is ready for glazing work.			
	5.2 Confirm the correct equipment is ready for glazing work.			
	5.3 Confirm the correct materials are ready for glazing work, for example: <ul style="list-style-type: none"> <li>• Correct type, size, quantity and quality of glass</li> <li>• Fixings</li> <li>• Consumables</li> <li>• Infill panels</li> </ul>			
6. Be able to handle and transport glazing materials correctly.	6.1 Handle and transport glazing materials correctly using, for example: <ul style="list-style-type: none"> <li>• Manual handling</li> <li>• Carrying equipment</li> <li>• Personal protective equipment</li> </ul>			
7. Be able to fix glass blocks correctly and securely.	7.1 Fix glass blocks correctly and securely.			
	7.2 Explain why it is important to ensure that installation holes are clear and that components function correctly.			
	7.3 Check that the glazing work carried out meets all agreed glazing requirements and specifications.			
8. Be able to dispose of all unwanted glass and other materials safely.	8.1 Dispose of all unwanted glass and other materials safely.			

**Assessor comments/feedback**

<b>Y/601/5133</b>	<b>Glaze Glass Blocks</b>	<b>Level 3</b>	<b>6 Credits</b>		
<b>GL23</b>					

9. Know how to answer customer questions concerning the glazing work.	9.1 Describe three questions that might typically be asked by the customer and explain how these might be answered.			
10. Know how to overcome problems relating to the glazing of glass blocks.	10.1 Describe three problems that can occur in the glazing of glass blocks and explain how these might be overcome.			
11. Know the type of information to record about the work and how to do this in line with Organisational requirements.	11.1 Explain the type of information to record to comply with Company procedures			
	11.2 Explain how to record this information.			

**Assessor comments/feedback**

# ***Notes***

# ***Notes***



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