Apprenticeship Specification

Apprenticeship Summary Information		
1	**Apprenticeship Title**	Construction Site Management (Degree) (ST0047) Apprenticeship
2	**BCU Apprenticeship Course Code**	US1117
3	**Awarding Institution**	Apprenticeship Qualification is awarded by the End Point Assessment Organisation chosen by Employers: To be agreed Birmingham City University, as the training provider, awards the academic qualification.
4	**Teaching Institution(s)**	Birmingham City University
5	**Professional Statutory or Regulatory Body (PSRB) accreditation** (if applicable within the Apprenticeship Standard)	Institute for Apprenticeships and Technical Education (IfATE) ST0047 Royal Institution of Chartered Surveyors (RICS) Chartered Institute of Building (CIOB)

6	**Apprenticeship Course Description**
	A Construction Site Manager is a highly trained and experienced professional who delivers construction projects from inception and design through to occupation. They also provide expert consultancy advice in property construction and related environmental issues. Construction Managers work independently, and with others to manage, plan, organise and deliver construction projects in line with the best available evidence and the values of the Chartered Institute of Building (CIOB). The Degree apprenticeship in Construction Management has been designed in line with the needs of potential employers in the public, private and third sectors. It has also been developed in accordance with the requirements of the CIOB and Royal Institution of Chartered Surveyors (RICS). Both forms of accreditation will allow you to progress through your studies as a student member before working towards your professional qualification in Industry. Construction Managers will have a breadth of knowledge and a flexible, portable skill set to serve the Built Environment industry in a range of settings covering pre-contract to project completion. The Construction Site Manager Apprentice must meet the criteria set out in the Construction Site Manager Apprenticeship Standard, prior to taking their end-point assessment. **What's covered in the apprenticeship?** Our Construction Site Management (Degree) Apprenticeship matches the needs of the industry, preparing you to be able to manage a construction project from inception and design through to occupation by developing your skills in management to enable you to deliver projects safely, on time, on budget and to the highest possible quality.

The complexity of construction projects requires construction professionals who have expertise in construction management and can work effectively with people from different cultural backgrounds and construction disciplines.

You will learn about the immediate and long-lasting effect which construction activities have on the environment and discover sustainable and environmentally sound construction methods and innovative management practices. This degree apprenticeship has social innovation embedded in its core. You will learn through creative social problem solving, working with our industrial partners to develop your intellectual and practical competence, as required by professional bodies such as the Chartered Institute of Building (CIOB) and the Royal Institution of Chartered Surveyors (RICS).

After completing this degree apprenticeship, you will have a broad range of knowledge of the legal, technical, managerial, economic, social and environmental aspects of construction projects, and be able to confidently manage both commercial and civil engineering projects.

<u>End-point Assessment Gateway</u>
The Employer must be satisfied the apprentice is consistently working at, or above, the level of the occupational standard.

<u>Apprentices must have:</u>
English and mathematics Level 2
Apprentices must complete the following approved qualifications mandated in the standard:

- A BSc (Hons) e.g., Construction Management or equivalent Construction Level 6 Diploma that is approved by the industry's recognised professional bodies and meets the educational requirements for the professional bodies' full membership or chartered status.
- Industry certificates in Site Safety Plus Site Managers' Safety Training Scheme
- Site Environmental Awareness Training Scheme which are required for safe operations in the workplace.
- Apprentices must also complete:
    - An online or paper-based portfolio of evidence which demonstrates how the apprentice has met each of the knowledge, skills and behaviour statements in the standard. The portfolio can be used to help inform the employer that the apprentice is fully prepared to commence the End-point assessment process.

<u>End Point Assessment</u>
The assessment methods must be delivered in the following order:

- Online Test –The Online Test underpins the knowledge required to work as a Construction Site Manager so it needs to be completed and passed as the first element of the End-point assessment process.
    - Ideally, the Online Test should be taken and achieved in Month 1 following the gateway.
- Project – Apprentices must pass the project before taking the professional discussion.
    - The Project's subject, title and scope is agreed at the gateway.
    - The Project is then submitted following achievement of the Online Test by the end of Month 4 following the gateway. The Project grade should be communicated to the apprentice no later than 2 weeks following submission and assessment.
- Professional Discussion –
    - Ideally, the Professional Discussion should be taken and achieved by the end of Month 5 following the gateway.

	Month 6 will allow for any re-sits or re-takes that may be required; these must be taken during the EPA period.

7	Apprentice Awards		
7a	**Apprenticeship Final Award (awarded by End Point Assessment Organisation)**	**Level**	**Credits Awarded**
	Construction Site Management	6	n/a
7b	**Mandatory Awards and Credits Awarded (where applicable)**		
	Bachelor of Science with Honours Construction Management	6	360
7c	**University Awards and Credits Awarded (where applicable)**		
	Diploma of Higher Education Construction Management Bachelor of Science Construction Management	5 6	240 300
7d	**University Exit Awards and Credits Awarded (where applicable)**		

8	Variation from the University Regulations
	Apprenticeships adhere to university academic regulations for university awards offered within apprenticeship training. Where Department for Education (DfE) regulations specify an alternative requirement for apprenticeship training management, this takes precedence. This is a requirement of the University registration with the DfE as an apprenticeship-training provider and receipt by the University of individual apprenticeship funding.

9	Delivery Patterns		
Mode(s) of Study	**Location(s) of Study**	**Duration of Study**	**Code(s)**
Apprenticeship	City Centre	3 years plus End Point Assessment	US1117

10	Entry Requirements
	The admission requirements for this course are stated on the course page of the BCU website at https://www.bcu.ac.uk or may be found by searching for the course entry profile located on the UCAS website.

11	**Apprenticeship Aims**
	The aims of the apprenticeship is to prepare the Construction Site Manager to fulfil the key tasks of their role. • To ensure the safety of the workplace and all operatives adhere to safe standards. • Manage productivity and ensure projects meet time constraints. • Manage activity on site to ensure to meet contract and cost constraints. • Manage environmental impact in the local and international contexts. • Take account and manage various stakeholders involved in the process. • Ensure a project meets all relevant legal, and quality standards.

12	**Apprenticeship Course Learning Outcomes**
	Technical Knowledge
1	Examine the principles of building process and design, plan and course construction and related projects, taking into account resource allocation and management, sustainable construction processes and innovative practices towards integrated project delivery.
2	Contrast alternative construction methods, sustainable construction concepts, design innovation construction processes applied to the construction and infrastructure and appraise project delivery and building performance including the use of specialist technologies for building services and civil engineering works.
3	Demonstrate competence in the use of electronic information handling and data processing and analysis software and applications including the use of digital information systems such as BIM and GIS and specialist software for building planning and evaluations.
4	Appreciate and analyse the multidisciplinary and complex nature of the built environment, evaluate the socio-economic, environmental, financial and other management information, political and business contexts influencing the built environment, analyse the impacts of current issues affecting the local, regional and global communities, and develop awareness of risk and a systematic approach to manage it.
5	Demonstrate awareness and understanding of the legal framework that influences the procurement, set up and manage construction and related contracts within the built environment, apply legal principles relating to health and safety and dispute resolution in managing contracts, and exercise appropriate professional integrity in conflicting circumstances.
6	Display generic scholarly and award specific professional and practical competencies and demonstrate the ability to acquire new competencies required for career progression and assess the ethical, equality and inclusion consequences of human activities to optimise community and environmental sustainability by taking into the impact of investigations on environment.
	Cognitive
7	Critically analyse, synthesise, interpret and summarise information from a variety of sources and recognise and use appropriate theories, methodologies, concepts and principles from a range of subjects and collect, analyse and integrate several lines of evidence to develop balanced arguments demonstrating critical thinking and synthesis.

8	Plan and design an experiment, investigation, survey or other means to test a hypothesis or proposition and apply knowledge and understanding to address multidisciplinary problems within a local and global context.
9	Demonstrate creativity and innovation and demonstrate awareness of the provisional nature of the facts and principles associated with a field of study with those based on opinion and not supported by sound evidence.
10	Evaluate the importance of entrepreneurship and innovation including the role of intellectual property within the innovation process and awareness of risks of exploitation and the requirement for sustainable processes and outcomes and consideration of rapid and continuing change and development of the subjects and their context and its underlying foundations and principles.
11	Devise, plan and undertake field, laboratory or other investigations including those using secondary data in a responsible, sensitive and safe manner, paying due diligence to risk assessment, ethical and data protection issues, rights of access, and relevant health and safety issues.
12	Examine issues of sample selection, accuracy, precision and uncertainty during collection, recording and analysis of data in the field, in the laboratory or collated from secondary sources taking due care to mitigate the difficulties of having incomplete information on which to base decisions.
	Communication
13	Listen and observe attentively, record, evaluate and respond and/or communicate using a wide variety of information sources for example electronic, textual, numerical, verbal, visual/graphical, digital and practical field (site and building) survey based.
14	Communicate (individually or as a group) effectively, constructively, and confidently to a variety of audiences using a range of formats and employing appropriate scientific and/or professional discipline specific language.
15	Use the internet in a context, which recognises its limitations as a means of communication and a source of information.
16	Demonstrate an awareness of legal, effective and safe use of digital and social media and use and interpret digital data and information to inform decision-making.
	Interpersonal
17	Perform in a manner appropriate to allocated roles and responsibilities and recognise and respect the views and opinions of other team members, participate effectively in a team, set realistic targets and demonstrate willingness to resolve conflict.
18	Develop the skills necessary for self-managed lifelong learning and engagement including for example working independently, effective time management and organisational skills and appreciate the need for professional codes of conduct.
19	Recognise the moral, ethical, social and equality and inclusion issues related to the course and take up responsibility for their own actions and identify and work towards targets for personal, academic and career development.
20	Develop an adaptable and flexible approach to study and work, be able to identify individual and collective goals and demonstrate the competence, behaviour and attitude required in academic and professional working life, including initiative, reflection, leadership, resilience and team skills.

13	**Level Learning Outcomes**
	Upon completion of Level 5 / the Diploma of Higher Education, students will be able to:
1	Have an essential understanding of environmental impact of construction activity.
2	Appreciate the context of the industry in the UK and world economy.

3	Understand the project management cycle, procurement processes and leadership styles.
4	Understand construction processes and materials.
5	Appreciate approaches and obligations in areas of quality, law, health and safety and risk.
6	Recognise the value of professional behaviours and the value and techniques of team working.
7	Be able to manage and work with different information types.
	Upon completion of Level 6 / the Bachelors Degree, students will be able to:
8	Construct solutions to minimise environmental impact of the construction process.
9	Evaluate the impact of material use in construction in various contexts.
10	Develop strategies to apply professional behaviours for both personal and team scenarios to achieve successful outcomes.
11	Evaluate and justify the use, manipulation, and presentation of different information types.
12	Choose and justify different approaches to obligations in the areas of quality, law, health and safety and risk.

14	**Apprenticeship Learning, Teaching and Assessment Strategy *(including off the job training)***
	Apprentices will develop their occupational knowledge, skills and behaviours by interacting with a wide range of on-the-job activities, weekly teaching sessions and guided independent study. Teaching sessions will establish core knowledge and skills that will be applied in your on-the-job construction management work setting. Teaching sessions involve interactive lectures and seminars. Over the duration of the apprenticeship these capabilities will be gradually built upon to enable you to have the competence and confidence to take on greater role responsibilities. In the workplace apprentices begin with joint working key skills learnt at university and work to taking the lead under observation. By the end of the apprenticeship all apprentices will be working independently in all areas of practice. Apprentice development will be jointly monitored between a dedicated University personal tutor and a workplace mentor via progress reviews every eight to twelve weeks. Progress will be tracked against on and off the job apprenticeship milestones. Regular development goals will be agreed to enhance each apprentice's individual capabilities with the aim of achieving the apprenticeship knowledge, skills and behaviours. Each apprentice will complete an off the job log to evidence the scope and extent of their learning in block learning weeks and independent study. Apprentices demonstrate how this learning links to the KSB's and highlight actions for further development. This engagement feeds into the progress reviews to facilitate professional discussion on key aspects of practice. All module assessments are mapped and linked to the development and achievement of the KSB's and evidence the apprentice's ability to meet the standard. These include written assignments that are linked to practice. These assessments evidence the ability to demonstrate apprenticeship KSB's in the workplace environment. These assessments offer the opportunity to gain direct experience with the delivery of those skills assessed in the End Point Assessment (EPA). All these aspects must be achieved successfully to allow apprentices progress through the gateway to the EPA. Two attempts per item of assessment are permitted to enable on course progression. Both tutors and mentors will offer feedback on written and practical work to identify good practice and specific areas for individual development. On course apprentices focus on specific areas such as Prevent, British Values, equality and Diversity and safeguarding. These issues are considered in the context of the construction industry

	to ensure their understanding and relevance. Safeguarding knowledge is part of the standards behaviours and is discussed in the context of construction case studies and considered. Diagnostic testing will assess the progression of apprentices' abilities in English and Maths. Individual and group support is given on course to enable improvement in these areas. For example, apprentices receive guidance on academic writing, formative feedback on samples of written work and formal feed forward on assessed work. On course modules such as Money Matters in Construction offer opportunities to practice mathematical equations. In addition, teaching sessions involve the ability to use communication to describe angles and directions for mobility travel.

15	**Apprenticeship Course Requirements**
15a	**Training/Academic Requirements** **Level 5:** ***To complete this course a student must successfully complete all the following CORE modules (totalling 120 credits):***

Module Code	Module Name	Credit Value
BNV5119	Procurement	20
BNV5118	Civil Engineering	20
BNV5129	Built Environment Commercial Technology	20
BNV5120	Integrated Digital Design for Complex Structures	20
BNV5136	Money Matters in Construction	20
BNV5135	Operational Management	20

Level 6:

To complete this course a student must successfully complete all the following CORE modules (totalling 120 credits):

Module Code	Module Name	Credit Value
BNV6119	Contract Practice	20
BNV6204	Sustainable Building Design and Construction	20
BNV6200	Individual Honours Project	40
BNV6120	Project Management	20
BNV6205	Bid Strategy and Professional Practice	20

Progression to Gateway:

The Employer must be satisfied the apprentice is consistently working at, or above, the level of the occupational standard.
English and mathematics Level 2
Apprentices must complete the following approved qualifications mandated in the standard:

- A BSc (Hons) e.g., Construction Management or equivalent Construction Level 6 Diploma that is approved by the industry's recognised professional bodies and meets

the educational requirements for the professional bodies' full membership or chartered status.

- Industry certificates in Site Safety Plus Site Managers' Safety Training Scheme
- Site Environmental Awareness Training Scheme which are required for safe operations in the workplace.
- Apprentices must also complete:
    - An online or paper-based portfolio of evidence which demonstrates how the apprentice has met each of the knowledge, skills and behaviour statements in the standard. The portfolio can be used to help inform the employer that the apprentice is fully prepared to commence the End-point assessment process.

End Point Assessment Requirements:

- Online Test –The Online Test underpins the knowledge required to work as a Construction Site Manager so it needs to be completed and passed as the first element of the End-point assessment process.
    - Ideally, the Online Test should be taken and achieved in Month 1 following the gateway.
- Project – Apprentices must pass the project before taking the professional discussion.
    - The Project's subject, title and scope is agreed at the gateway.
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- Professional Discussion –
    - Ideally, the Professional Discussion should be taken and achieved by the end of Month 5 following the gateway. Month 6 will allow for any re-sits or re-takes that may be required; these must be taken during the EPA period.

End Point Assessment Preparation:

- The End Point Assessment (EPA) is an assessment that takes place at the end of the apprenticeship training to test the apprentice is competent in their occupation and must be completed by all apprentices.
- To be successful apprentices should be aware of the nature and demands of their individual EPA from the very start of their journey and all should have the goal of achieving best possible success and be familiar with what is needed to achieve this.
- To ensure best possible outcome the College adopts a 10-point approach.
    - From the start of the course and reinforced throughout the link between the training, KPIs and the EPA is illustrated and emphasised.
    - The College makes use of assessment types that model EPA assessments and uses exemplars to ensure familiarity.
    - EPA progress, preparation, process and evidence are included at every review meeting.
    - Appropriate study time is built into every module and the importance of study time is included at every review meeting.
    - Module, level, course learning outcomes and KPIs are linked to EPA requirements.
    - At regular and key stages on the course, sessions focused on the importance, process, preparations and timescale of the EPA are provided.
    - Apprentices are reminded of their EPA Organisation at regular intervals and

	in review meetings and it is recommended the investigate the organisation to be familiar with their processes and guidance. o Time allocated in review meetings to examine and review formative and summative feedback provided in modules and assessments and linked to KPIs and EPA preparation. o Within every module and at review meetings the apprentice should be encouraged to identify their limitations and learning needs and encouraged to stretch themselves to meet those needs. o The College takes the welfare and wellbeing of every apprentice as one of its top priorities. Early identification of individual needs required for the EPA is regularly included in review meetings. o and ideally, the Online Test should be taken and achieved in Month 1 following the gateway.

15b	**Structure Diagram**

Training/Academic Requirements

Year 1 - Level 5

SEMESTER ONE	SEMESTER TWO
Core BNV5119: Procurement (20 credits) BNV5129: Built Environment Commercial Technology (20 credits)	**Core** BNV5136: Money Matters in Construction (20 credits) BNV5135: Operational Management (20 credits)

Year 2 - Level 5/Level 6

SEMESTER ONE	SEMESTER TWO
Core BNV5118: Civil Engineering (20 credits) BNV6120: Project Management (20 credits)	**Core** BNV6204: Sustainable Building Design and Construction (20 credits) BNV5120: Integrated Digital Design for Complex Structures (20 credits)

Year 3 - Level 6

SEMESTER ONE	SEMESTER TWO
Core BNV6205: Bid Strategy and Professional Practice (20 credits)	**Core** BNV6119: Contract Practice (20 credits)
BNV6200: Individual Honours Project (40 credits)	

Progression to Gateway:

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English and mathematics Level 2
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Month 6 will allow for any re-sits or re-takes that may be required; these must be taken during the EPA period.

16	**Overall Learner Workload and Balance of Assessment *(including off the job training)***

Overall learner *workload* consists of class contact hours, independent learning and assessment activity, with each credit taken equating to a total study time of around 10 hours. While actual contact hours may depend on the optional modules selected, the following information gives an indication of how much time students will need to allocate to different activities at each level of the course.

- *Scheduled Learning* includes lectures, practical classes and workshops, contact time specified in timetable
- *Directed Learning* includes placements, work-based learning, external visits, on-line activity, Graduate+, peer learning
- *Private Study* includes preparation for exams

The *balance of assessment* by mode of assessment (e.g. coursework, exam and in-person) depends to on the optional modules, available to learners. The approximate percentage of the course assessed by coursework, exam and in-person is shown below.

Level 5

Workload
24% time spent in timetabled teaching and learning activity

Activity	Number of Hours
Scheduled Learning	288
Directed Learning	372
Private Study	540
Total Hours	1200

Balance of Assessment

Assessment Mode	Percentage
Coursework	100%
Exam	0
In-Person	0

Level 6

Workload
27% time spent in timetabled teaching and learning activity

Activity	Number of Hours
Scheduled Learning	324
Directed Learning	308
Private Study	568
Total Hours	1200

Balance of Assessment

Assessment Mode	Percentage
Coursework	100%
Exam	0
In-Person	0