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| Assessment & Occupational Knowledge and Skills |  |
| **CPD 1 Policy induction:** | **Status** |
| 1. Introduction to standards-based apprenticeships | Complete |
| 1. Understanding standards and assessment plans and an explanation of assessment principles and intentions at a theory level as well as covering the training detail associated with the end-point assessment | Complete |
| **CPD 2 Assessment instruments:** |  |
| 1. Assessing evidence in portfolios | Complete- competent |
| 1. Conducting professional discussions | Complete- competent |
| 1. Conducting interviews | Complete- competent |
| 1. Observation-based assessment | Complete- competent |
| **CPD 3 Assessment practice:** |  |
| 1. Grading | Complete- competent |
| 1. Assessing behaviours | Complete- competent |
| 1. The importance of sufficiency, context and consistency | Complete- competent |
| 1. Fair assessment and bias | Complete- competent |
| 1. Feeding back assessment decisions | Complete- competent |
| 1. Relevant and up to date safeguarding and Prevent considerations | Complete- competent |
| **CPD 4 Occupational Knowledge & Skills:** |  |
| 1. Approaches to Organisational Culture | Complete- competent |
| 1. Methods of Training and Development | Complete- competent |
| 1. Equality and Diversity | Complete- competent |
| 1. Mental Health and the Workplace | Complete- competent |
| 1. Future Development of HRM | Complete- competent |
| 1. Role of the Human Resource Manager | Complete- competent |
| 1. Development of Human Resource Management | Complete- competent |
| 1. Importance of HR within an Organisation | Complete- competent |
| 1. Functions of Human Resource Management | Complete- competent |