Highfield Assessment

Summary of Changes Log

Document title and version number	Overview of change	Date of the change
Gateway Readiness Report v4.1	Streamlined the document to include one policies and procedures section	05/11/2024
Portfolio Matrix v1.1	The distinction criteria reference for S14 has been changed into italics.	27/02/2025
EPA Kit v2.1	The mention of on-programme reviews every 2 months within the on-programme requirements section on page 6 has been removed. The KSB mapping for the criteria within the 'preparing for manufacturing process' and 'manufacturing and repair processes' themes have been amended to better align with the assessment plan.	27/02/2025
Mock Assessment Form – Interview underpinned by portfolio of evidence v2.1	Highfield logo within the footer has been updated.	27/02/2025
Mock Assessment Form – Practical tasks with questions v2.1	Highfield logo within the footer has been updated. The KSB mapping for the criteria within the 'preparing for manufacturing process' and 'manufacturing and repair processes' themes have been amended to better align with the assessment plan.	27/02/2025
Apprenticeship Journey Guide v1.2	Guidance on employer/training provider representation at assessment methods updated in line with the assessment plan.	17/04/2025

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EPA Kit v2.2	Guidance on English and maths requirements updated in line with the funding rules.	09/05/2025
Fact Sheet	Guidance on English and maths requirements updated in line with the funding rules.	09/05/2025
Apprenticeship Journey Guide v1.3	Guidance on English and maths requirements updated in line with the funding rules.	09/05/2025
EPA Kit v2.5	Replacement British Standard added for BS EN 166 and amplification for criteria S7 updated.	10/12/2025