

# Highfield Level 3 End-Point Assessment for ST0038 Aviation Ground Specialist - Aircraft

## Movement Mock Assessment Materials

### Practical Observation

#### Core assessment criteria

Safety		
Ref	Assessment Criteria	Achieved
SA7	Ensure self and team correctly report hazards as identified	
SA8	Act within standard operating procedures at all times	
SA9	Take action to deal with hazards in line with organisational procedures	

Compliance & legislation		
Ref	Assessment Criteria	Achieved
CL7	Ensure area of responsibility complies with procedures and legislative requirements	
	<b>Assessment Criteria - (Merit)</b>	
CL8	Ensure compliance of team members within area of responsibility	
CL9	Correct non-compliance in area of responsibility	
	<b>Assessment Criteria - (Distinction)</b>	
CL10	Proactively promote compliance with procedures and legislation, e.g. challenge suspicious persons	

<b>Communication</b>		
<b>Ref</b>	<b>Assessment Criteria</b>	<b>Achieved</b>
CO10	Ensure accurate and timely communication with the right people at the right time using the correct method	
CO11	Ensure communication is received and understood	
CO12	Adapt language and tone to match audience and situation	
	<b>Assessment Criteria - (Merit)</b>	
CO13	Ensure all communications are effective and understood, anticipating additional appropriate information requirements and liaising with key people to facilitate ongoing information flow	
	<b>Assessment Criteria - (Distinction)</b>	
CO14	Ensure excellent communication with all internal and external stakeholders	

<b>Interpersonal skills</b>		
<b>Ref</b>	<b>Assessment Criteria</b>	<b>Achieved</b>
IP8	Work as part of a team to ensure adequate performance in the role	
IP9	Provide appropriate guidance for team members	
	<b>Assessment Criteria - (Merit)</b>	
IP10	Take initiative as a senior team member or supervisor to improve performance in the role within limits of operation	

Aviation systems		
Ref	Assessment Criteria	Achieved
AS1	Ensure prescribed systems are used correctly	
AS2	Report faults or errors as they occur	
AS3	Take action to maintain systems to prevent faults or errors	

Aviation timescales		
Ref	Assessment Criteria	Achieved
AT6	Ensure minimum performance expectations are met in own area of responsibilities	
	<b>Assessment Criteria - (Merit)</b>	
AT7	Ensure team within area of responsibility work efficiently to meet and exceed timescales to complete tasks	
	<b>Assessment Criteria - (Distinction)</b>	
AT8	Organise and prioritise work to make the most efficient use of time, and complete core and relevant additional tasks within timescales	

## Aircraft movement assessment criteria

### Scenario 1

<b>The operation of an airside vehicle</b>			
<b>Ref</b>	<b>Assessment Criteria</b>	<b>Pract Obs</b>	<b>Prof Disc</b>
OV12	Ensure correct personal protective equipment (PPE) is worn when driving		
OV13	Ensure team members hold in-date driving authorisation for the vehicle		
OV14	Ensure the vehicle has been inspected before use and take remedial action in response to any vehicle faults		
OV15	Operate the vehicle in a controlled manner in all conditions		
OV16	Follow airside road signs, markings, and traffic lights at all times		
OV17	Make sure that all doors and shutters (where relevant) are closed when driving the vehicle		
	<b>Assessment Criteria - (Merit)</b>		
OV18	Park the vehicle safely in correct areas in line with organisational procedures		
OV19	Demonstrate the knowledge of how to give priority to moving aircraft; reverse the vehicle in line with aviation and organisational procedures		
OV20	Secure vehicle loads in line with organisational procedures		
OV21	Take the most direct route between places on the airfield whenever possible		
	<b>Assessment Criteria - (Distinction)</b>		
OV22	Drive in a way that recognises other vehicle movements on the airfield		
OV23	Take remedial action when foreign objects or spillages are seen on the airfield		
OV24	Report dangerous or unsafe practices to the correct person		

## Scenario 2

<b>Operate aviation specialist equipment</b>			
<b>Ref</b>	<b>Assessment Criteria</b>	<b>Pract Obs</b>	<b>Prof Disc</b>
OA12	Arrived punctually		
OA13	Dressed in the correct PPE		
OA14	Suitably trained with good awareness of specialisation		
OA15	Ensure the correct equipment for the task is being used		
OA16	Ensure pre-use checks are carried out effectively		
OA17	Ensure standard operating procedures are adhered to		
<b>Assessment Criteria - (Merit)</b>			
OA18	Demonstrate a thorough knowledge of the task to the team by way of a brief		
OA19	Identify a number of hazards which may be associated with the equipment and explain the measures in place to safeguard these		
<b>Assessment Criteria - (Distinction)</b>			
OA20	Correctly identify, report and follow through rectification procedures		
OA21	Plan and conduct the safe and expeditious movement of aircraft within the area of responsibility		

### Scenario 3

<b>Airside marshalling</b>			
<b>Ref</b>	<b>Assessment Criteria</b>	<b>Pract Obs</b>	<b>Prof Disc</b>
AM15	Ensure the correct marshalling equipment is available		
AM16	Wear the correct personal protective equipment (PPE) for marshalling		
AM17	Prepare the aircraft stand/ramp area for activity		
AM18	Interpret and use correct, clear signals to and from the flight deck of an aircraft correctly		
AM19	Identify which route the aircraft is to be marshalled		
AM20	Provide the flight deck crew with guidance to safely position aircraft		
<b>Assessment Criteria - (Merit)</b>			
AM21	Ensure that the aviation area is clear of foreign object debris (FOD)		
AM22	Demonstrate an awareness of adjacent aviation activity		
AM23	Ensure correct number of personnel are available to safely move the aircraft		
AM24	Coordinate the actions of marshallers and other functions		
<b>Assessment Criteria - (Distinction)</b>			
AM25	Take action to reduce adjacent conflicting activity		
AM26	Demonstrate a sound awareness of all emergency signals		