



# **THE RESIN FLOORING APPRENTICESHIP SCHEME**

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### **SECTOR BACKGROUND**

Insitu Resin flooring is a highly specialised activity within the construction industry from a national network of specialist flooring contractors.

A range of synthetic resin flooring material is available based on epoxy, polyurethane and methacrylate resins, which produce a seamless surface. These materials are available in a wide range of thickness, and are applied using a number of application methods. Seamless resin floors are used for new build and refurbishment, in both industrial and commercial applications, where they provide a fit for purpose flooring system to meet the requirements of a specific environment. They are widely used in manufacturing, such as food, chemical, pharmaceutical and automotive, where they are used to provide a specialist function (hygienic, anti-static, chemical resistant, slip resistant). Decorative resin floors, including terrazzo, are a popular option within the commercial sector, for example retail, leisure and domestic.

There is a shortage of new entrants into this specialist sector and current training provision is by individual employers providing on the job training, together with limited supplier (resin manufacturers) product training.

The preferred minimum age for new recruits will be 18 years of age upwards, with no upper age limit as this scheme is aimed at all newcomers to the industry. A five day Key Skills training session is included within this scheme.

This sector scheme is designed to be delivered in a modularised manner by a mix of formal instruction off the job, followed by supervised on the job training at employer level, with a final end assessment by an industry approved Assessor. This supervision will be conducted by a competent person and there will be a candidate record book to evidence training received.

The trainee will gain experience, through off the job training sessions, of every aspect of the industry, but the scheme provides flexibility through the on the job training elements to suit the employer's core business requirements, whilst delivering the NVQ level 2 outcome after a 2 year training period.

The contents of this course are designed to ensure that the operator is able to understand the hazards and the safe working practices within this specialised trade and, upon completion of training, the Apprentice will be able to operate equipment and lay resin floors to industry standards of competence.

The course days will not be continuous, as this allows the candidate to gain practical on site knowledge and experience following completion of each offsite formal training session. In this way, the candidate will become competent in a unit, prior to progressing to the next. As the "Prepare Background Surfaces" unit is an essential element to any resin flooring system, this unit is completed first, unless other modules are to be used for upskilling purposes only.

### **TRAINING MODULES**

Modules have been developed to introduce the trainee to the occupational competencies required for the various machines, equipment used in the industry.

The modules focus on the use and application of underpinning knowledge and practical skills, and will enhance the awareness of safety, security and approved procedures for laying resin floors.

Furthermore, the modules are based upon the NVQ Structure (Magenta Scheme) to assist with gaining recognition for Construction Awards Alliance (CAA) accreditation. Any future changes in NVQ or legislation will be reflected by modifications to the course structure.

Most modules will consist of an initial 2 days Classroom/Workshop session, and the core sector introduction module.

Most formal instruction within the modules will be followed by a specified number of non consecutive days of supervised site training, and 1 day assessment conducted by an industry approved assessor.

It is the intention that the employer supervised training element will be conducted by a competent person with 3 years sector experience, have an understanding of the NVQ system and hold the relevant CSCS card (Industry Accreditation or Skilled Card). In addition, it is a requirement that the competent person will have received Work Based Recorder training. The training provider will ensure that suitable instruction and advice is made available to the competent person to ensure quality and consistency throughout the scheme. Off the job classroom/workshop training will take place at training centres approved by the training provider.

It is envisaged that individual modules can also be made available to provide training where existing operatives have skill gaps identified during the NVQ/OSAT process.

### SCHEME SCHEDULE

Module Number	Course Modules	Mandatory Off Site Instruction	On Site Supervised Training Assessment
1	Introduction to the NVQ	½ Day	N/A
2	Health & Safety	1½ days	N/A
3	CSCS & NVQ Registration & Induction, test preparation	1 Day	N/A
4	Introduction to Insitu Resin Flooring	1 Day	N/A
5	Work Practice & Project Planning	1 Day	N/A
6	Key Skills	withdrawn	N/A
7	First Aid Appointed Person	½ Day	N/A
8	Manual Handling & Vehicle Offloading	½ Day	N/A
9	Abrasive & Diamond Wheels	½	N/A
10	Prepare Background Surfaces	2 Days	10 days plus 1 day assessment
11	Coatings	2 Days	30 days plus 1 day assessment
12	Self Smoothing	2 Days	30 days plus 1 day assessment
13	Screeds & Coving	2 Days	30 days plus 1 day assessment
14	Flowable Screeds	2 Days	30 days plus 1 day assessment
15	On-site training, unit assessments and final sign off		
		20½ Days	165 days (minimum)

Information on dates and venues will be provided prior to commencement of the scheme.

**MODULES CONTENT AND DESCRIPTION**

***Module 1: Introduction to the NVQ/ERR***

This module includes the following practical and knowledge skills:

<b>Practical</b>	<b>Knowledge</b>
	<p>Trainee will be able to:</p> <ul style="list-style-type: none"><li>▪ Understand the structure of the NVQ and the knowledge and practical skills included within the apprentice scheme</li><li>▪ Understand the role and responsibilities of:<ul style="list-style-type: none"><li>○ The Candidate</li><li>○ The Employer</li><li>○ The Work Supervisor</li><li>○ The Trainer</li><li>○ The Assessor</li></ul></li><li>▪ Have knowledge of the Scheme Logbook and understand what is relevant documentation/supporting evidence</li><li>▪ Understand the onsite assessment process</li><li>▪ Understand how to build a portfolio<ul style="list-style-type: none"><li>○ What is evidence</li><li>○ How much evidence is required</li></ul></li><li>▪ Understand that Employers and Employees have a range of statutory rights and responsibilities<ul style="list-style-type: none"><li>○ Contracts of employment</li><li>○ Anti-discrimination provisions (gender, race, disability, age)</li><li>○ Working hours and holiday entitlements</li><li>○ Sickness absence and sick pay</li><li>○ Data Protection</li><li>○ Health and Safety</li><li>○ Legislative frameworks in the sector</li></ul></li></ul>

### ***Module 2: Health & Safety Awareness***

#### Day 1

Off-Site Training Course content will include:

- Health & Safety Legislation
- Health & Safety at Work Legislation
- Accident prevention & control
- Accident reporting
- Health & Hygiene
- Working at Heights
- Working with Electricity
- Use of hand-held equipment & portable tools
- Personal Protective Equipment
- Noise & vibration
- Manual handling
- Safe Use of Vehicles
- Fire prevention & minimising risk
- Excavations & confined spaces
- Control of Substances Hazardous to Health
- First Aid
- End test

#### Day 2

Course content will include the following knowledge areas:

- Hazards
- Lifting appliances and lifting gear
- Environmental/Removal of waste products
- Falling from height
- Site understanding
- Abrasive Wheels instruction
- End Test – based upon Health & Safety Touch Screen (pre-test) questions and course content.

**Module 3: CSCS Registration, Test Preparation & Core Sector Introduction**

In this module the candidate is registered with the CSCS scheme and undertakes preparatory work for the Health & Safety touch screen test.

This module includes the following practical and knowledge skills:

Practical	Knowledge
Completion of the registration forms and pre-test training using CD Rom	An understanding of the NVQ process and the modular structure of the In Situ Resin Flooring qualification. The candidate will be able to interpret and select the correct response for the Health & Safety touch screen test.

The candidate is also introduced to the core sector elements as listed below:

**A Provide for and maintain the security of the work and surrounding environment**

Practical	Knowledge
Placement of barriers & signage Dismantle & Remove equipment	Trainee will be able to: Understand the legal obligation to protect themselves, the area and members of the public. Aim to limit/prevent access overnight by uninvited guests to the working area How to deal with visitors to the working area Interpret requirements for the protection & safety of the work & surrounding environment from: <ul style="list-style-type: none"> <li>▪ Method statements/risk assessments</li> <li>▪ Site Inductions</li> </ul> Have an understanding of protection & safety requirements including types of signage, barriers and their usage <ul style="list-style-type: none"> <li>▪ Security</li> <li>▪ Environmental</li> </ul> Have an understanding of <ul style="list-style-type: none"> <li>▪ Appropriate time of removal</li> <li>▪ Correct procedures</li> <li>▪ Storage of equipment</li> </ul>

**B Operate power tools & equipment for routine & predictable requirements**

Practical	Knowledge
Be able to: Prepare power tools & equipment	Understanding of manufacturers pre-start checks, including visual checks for defects on cables etc
Recognise faults & defects	
Report defects	Reporting procedures for defects
Safely run & operate powered hand tools & equipment	Have an understanding of the capabilities of tools, operational practices Able to understand manufacturers requirements when completing operation in a safe manner, maintenance and care of tools and

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	equipment
Shut down & carry out post-stop checks on powered tools & equipment	
Carry out some repairs to equipment	Understand which parts they are authorised to change
	Be aware of vibration/noise hazards

### **C Contribute to an efficient and effective work environment**

<b>Practical</b>	<b>Knowledge</b>
Be able to book out and in equipment to the companies requirements including loading and unloading, selection of materials and consumables.	
	Will have an understanding of how their actions can contribute to efficiency in the workplace with respect to wastage, damage, etc
	Be aware of how to develop & maintain working relations with employers, colleagues and others associated with the work, i.e. clients, architects, sub contractors.
	Understand the concept of organising their own work & maintaining standards through knowledge of operational & organisational procedures for the work & standards required, i.e. job record sheets

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### Module 4: Introduction to Insitu Resin Flooring & Equipment

This module includes the following practical and knowledge skills:

Practical	Knowledge
	<p>Based upon the published FeRFA (The Resin Flooring Association) Guide to the Specification &amp; Application of Synthetic Resin Flooring, the candidate will have an understanding of the following:</p> <p>The different types of synthetic resins:</p> <ul style="list-style-type: none"> <li>- Epoxy</li> <li>- Polyurethane</li> <li>- Methacrylate</li> </ul> <p>FeRFA/British Standards Classification of Synthetic Resin Flooring Types Types 1 – 8</p> <p>Sealers, coatings, self smoothing &amp; screeds</p> <p>Selection parameters &amp; design criteria</p> <p>Type &amp; degree of traffic</p> <p>Temperatures</p> <p>Chemical resistance</p> <p>Anti Static</p> <p>Slip resistance</p> <p>Colour &amp; UV resistance</p> <p>Cleaning &amp; maintenance</p> <p>Programme</p> <p>Site conditions</p> <p>Substrate conditions</p> <p>Budget available</p> <p>Areas of use</p>
<p>Will be able to select the appropriate equipment to lay the resin flooring system</p>	<p>The different methods of application and equipment used:</p> <p>Mixers (drill and paddle, twin paddle, cordless drill, tub, forced action)</p> <p>Measuring equipment (scales)</p> <p>Paint brushes, rollers (short, medium pile, lambswool), sponge, airless sprayer, squeegees, trowels, pin screeds, spiked rollers, spiked shoes, sledges, straight edges, power floats, wheel barrows, tote buckets, shovels</p>
<p>Will be able to select the appropriate PPE (Personal Protection Equipment)</p>	<p>The selection and correct wearing of Personal Protection:</p> <p>Safety boots, safety helmet, reflective vest, gloves, goggles, knee pads, breathing masks, overalls, barrier cream</p>
<p>Will be able to clean tools, equipment, and dispose of empty resin containers</p>	<p>Will understand COSHH (Control of Substances Hazardous to Health Regulations) and the safe disposal of hazardous waste materials</p>
	<p>The inspection and testing methods during progress and after completion of resin flooring systems:</p> <ul style="list-style-type: none"> <li>quality and preparation of base</li> <li>levels and surface regularity of base</li> <li>ambient conditions during application</li> <li>priming of the base</li> <li>mixing of the resin flooring system</li> <li>applied thickness</li> <li>levels and surface regularity</li> <li>sealing</li> <li>curing</li> <li>adhesion of flooring to base</li> <li>slip resistance</li> </ul>

### **Module 5: Work Practice & Project Planning**

<b>Practical</b>	<b>Knowledge</b>
Will be able to understand the job details, select the appropriate plant/equipment and PPE, and load the vehicle in a safe manner	Contract information A Job record sheet, method statement and risk assessment B Outcome of operation
Will be able to understand any health & safety risks associated with mixing and applying materials	Product/System information A Product datasheet B COSSH datasheets
	Identify Personal Protection equipment as required: goggles hard hats barrier creams safety footwear safety gloves high visibility clothing ventilation equipment
	Pre-work checklist Security clearance for sensitive sites Tools and equipment required to carry out works Materials required to carry out works (check batch numbers) Disposal arrangements for hazardous and non hazardous materials Load vehicle and final check
	Understand safe lifting techniques
Will be able to understand project planning	Journey planning to meet contract programme, taking account of access requirements, safety induction requirements and liaison with other trades Knowledge of towing regulations

### **Module 6: Key Skills Training**

This requirement has now been withdrawn from the scheme.

### **Module 7: First Aid Appointed Person**

This module includes the following practical and knowledge skills:

<b>Practical</b>	<b>Knowledge</b>
First Aid Appointed person training to be provided to a nationally recognised standard, i.e. St Johns, Red Cross etc . Certification must be recorded in the Log Book and a copy placed within the NVQ evidence portfolio.	

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### **Module 8: Manual Handling & Vehicle Offloading**

This module includes the following practical and knowledge skills:

<b>Practical</b>	<b>Knowledge</b>
A one day course delivered by a qualified trainer covering the current regulations and techniques for handling and vehicle offloading methods relevant to the resin flooring industry	The trainee will understand safe handling and vehicle offloading of materials and equipment

### **Module 9: Abrasive & Diamond Wheels**

This module includes the following practical and knowledge skills:

<b>Practical</b>	<b>Knowledge</b>
<p>This training module is intended to provide the apprentice with the basic skills and knowledge plus certification required to change abrasive wheels and Diamond Blade selection and use in order to be able to safely perform the tasks involved in surface preparation.</p> <p>Specialist trainers in the employer's vicinity will carry out the training in line with current legislation and industry approved methods and procedures and will issue relevant certification. Certification must be recorded in the log book and a copy placed within the NVQ evidence portfolio</p> <p>This module to be completed within 6 months from registration to the apprentice programme</p>	Safe use of abrasive wheels and diamond blade selection

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### Module 10: Prepare Background Surfaces to Receive Resin Flooring

#### Off site training – Day 1

Practical	Knowledge
	Understand the methods and equipment available to prepare and profile a substrate, the functions of the equipment and profiles achievable for: shotblasting planing multi-stripping grinding
Will be able to understand the job details and substrate requirements to receive a resin flooring system, the condition of the substrate and materials to be removed.	Interpretation of Contract information Job Sheet Method statement Specification Risk Assessment COSSH assessment
Will be able to select and wear the correct PPE and erect barriers and signage to protect the area of operation.	The Trainee will have an understanding or knowledge of the Health & Safety issues relating to the operation and what PPE is available to protect themselves in different working environments: goggles, head protection, safety footwear, gloves, ear defenders, breathing masks, high visibility clothing, their use, storage and maintenance requirements.
Load the vehicle in a safe manner observing manual handling	Understand Health & Safety requirements for manual handling and loading of equipment.
	Interpret project checklist including safety warning signs Tools and equipment required to carry out the works Load vehicle and final check
	Identify the correct equipment and method to achieve the surface profile as per the specification and method statement
	Understand regulations for safe removal of debris to conform with environmental regulations

#### Off site training – Day 2

Practical	Knowledge
Will be able to select correct machine size, accessories/medium and materials to effect project requirements. Identify correct power source (3 phase or single phase) and connect to power source	Understand type of surface to be prepared (new or old concrete, asphalt) Materials to be removed Materials to be applied and manufacturers guidelines/specification Understand dangers of electrocution, precautions required, and actions necessary in the event of an accident.
Will be able to inspect plant and equipment prior to commencing work, recognise faults and defects. Report faults and defects.	How to identify defects and have knowledge of what can be repaired safely in accordance with company policy. How to replace key components to manufacturers specifications. Have an understanding and be able to adopt appropriate procedures for reporting and recording equipment defects.

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	General maintenance procedures How to dismantle and clean
Have basic skills in operation and maintenance	Understand correct setting up procedure Understand safety features, power supply, speed control and machine settings, and the selection of accessories or medium.
Will be able to use the selected machine to achieve the surface preparation as stated in the method statement Measure area Leave area clean and tidy	Understand machine settings and any adjustments and accessories/medium available to achieve surface profile without damage, to receive resin flooring system, as per the method statement and manufacturers specification. Understand how to measure area and check rates achieved.

### On the job supervised training - Day 3-12

<b>Practical</b>	<b>Knowledge</b>
<p>The trainee will be able to</p> <p>Choose the correct personnel protection equipment</p> <p>Select, draw from stores and safely load equipment onto company transport</p> <p>Safely offload equipment and transport to area of operation</p> <p>Connect to the power</p> <p>Prepare safe area of work- install barriers, signs, props, etc</p> <p>Inspect plant and equipment prior to use, and undertake general maintenance procedures</p> <p>Carry out sub floor preparation work under instruction of a supervisor</p> <p>Measure area</p> <p>Remove debris to correct location and leave area clean and tidy</p> <p>Inspect and maintain equipment, in preparation for next contract</p>	<p>Site Induction</p> <p>Company Policy relating to on-site activities</p> <p>Supervisory control</p> <p>Select the correct equipment, tools and materials from stores within company guidelines, to achieve the surface profile as per the specification and method statement</p> <p>Interpretation of contract information</p> <p>Have an understanding of environmental issues with disposal of debris and other used materials relevant to the site</p> <p>Understand the site requirements relating to health &amp; safety</p> <p>first aid</p> <p>The site's emergency procedures</p> <p>Exits</p> <p>Evacuation</p>

### On the job module end assessment - Day 13

This will be an assessment of:

<b>Practical</b>	<b>Knowledge</b>
Demonstrate the operation of sub floor preparation as instructed by the Assessor	<p>Assessment of training</p> <p>Candidate feedback</p> <p>Complete profiling for an NVQ achievement in Resin Flooring Test</p> <p>Questions on Sub Floor Preparation</p>

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### Module 11: Resin Coatings

Practical	Knowledge
Select the correct PPE and erect barriers and signage to the working area, and provide suitable ventilation if required	Trainee will be able to: Understand the legal obligation to protect themselves, the area and members of the public. This is a refresher of Module 3
Unload materials and equipment in a safe manner, check material type, quantity and batch numbers. Store material on site in a secure location to meet specified storage conditions.	Understand and interpret contract information job record sheet delivery note method statement specification risk assessment Product datasheets COSSH datasheets
Mix resin coating system with appropriate mixing equipment	Understand manufacturers recommendations and method of mixing, and ambient temperature requirements.
Apply resin coating system using correct method of application to achieve required coverage rates and surface texture.	Understand manufacturers method of application to meet the required specification and coverage rates. Understand method to check coverage rates achieved, and overcoating time limitations.
Form joints and drainage in accordance with design detail	Interpret and identify design joint and edge details, drainage detail and understand method of forming expansion, induced movement and transition joints.
Protect floor area following installation	Understand legal obligation and manufacturers recommendations to protect area of uncured material.
Clean tools and equipment	Safe use of solvents and other cleaning materials in line with Health & Safety guidelines and COSH (Control of Substances Hazardous to Health)
Will be able to dispose of empty resin containers	Will understand COSHH (Control of Substances Hazardous to Health Regulations) and the safe disposal of hazardous waste materials
Practical	Knowledge
Undertake testing as required.	The inspection and testing methods during progress and after completion of resin flooring systems: quality and preparation of base levels and surface regularity of base ambient conditions during application priming of the base mixing of the resin flooring system applied thickness levels and surface regularity sealing curing adhesion of flooring to base slip resistance

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### On the job supervised training - Day 3-32

<b>Practical</b>	<b>Knowledge</b>
<p>The trainee will be able to</p> <p>Choose the correct personnel protection equipment</p> <p>Select equipment and materials and safely load onto company transport</p> <p>Safely offload materials and equipment, check batch numbers and store materials in suitable secure location</p> <p>Prepare safe area of work- install barriers, signs, ventilation (if required), etc</p> <p>Mix and apply resin coating system to meet required specification and coverage rates, under instruction of a supervisor</p> <p>Protect floor area and clean tools and equipment</p> <p>Remove empty resin containers to correct location and leave area clean and tidy</p> <p>Undertake testing as required, and under instruction of a supervisor</p>	<p>Site Induction</p> <p>Company Policy relating to on-site activities</p> <p>Supervisory control</p> <p>Select the correct equipment, tools and materials from stores within company guidelines, to achieve the surface profile as per the specification and method statement</p> <p>Interpretation of contract information</p> <p>Have an understanding of environmental issues with disposal of waste and other used materials relevant to the site</p> <p>Understand the site requirements relating to health &amp; safety</p> <p>first aid</p> <p>The site's emergency procedures</p> <p>Exits</p> <p>Evacuation</p>

### On the job module end assessment - Day 33

This will be an assessment of:

<b>Practical</b>	<b>Knowledge</b>
<p>Demonstrate the installation of resin coating systems as instructed by the Assessor</p>	<p>Assessment of training</p> <p>Candidate feedback</p> <p>Complete profiling for an NVQ achievement in Resin Flooring</p> <p>Test</p> <p>Questions on Resin Coating systems</p>

### Module 12: Self Smoothing

Practical	Knowledge
Select the correct PPE and erect barriers and signage to the working area and provide suitable ventilation if required.	Trainee will be able to: Understand the legal obligation to protect themselves, the area and members of the public. This is a refresher of Module 3
Unload materials and equipment in a safe manner, check material type, quantity and batch numbers Store material on site in a secure location to meet specified storage conditions	Understand and interpret contract information job record sheet delivery note method statement specification risk assessment Product datasheets COSHH datasheets
Mix resin self smoothing system with appropriate mixing equipment	Understand manufacturers recommendations and method of mixing, and ambient temperature requirements.
Apply resin self smoothing system (primers, self smoothing resin) using correct method of application to achieve required coverage rates and surface texture.	Understand manufacturers method of application to meet the required specification and coverage rates. Understand method to check coverage rates achieved, and overcoating time limitations.
Form joints and drainage in accordance with design detail	Interpret and identify design joint, edge details and drainage, and understand method of forming expansion, induced, movement and transition joints.
Protect floor area following installation	Understand legal obligation and manufacturers recommendations to protect area of uncured material.
Clean tools and equipment	Safe use of solvents and other cleaning materials in line with Health & Safety guidelines and COSH (Control of Substances Hazardous to Health)
Will be able to dispose of empty resin containers	Will understand COSHH (Control of Substances Hazardous to Health Regulations) and the safe disposal of hazardous waste materials
Practical	Knowledge
Undertake testing as required.	The inspection and testing methods during progress and after completion of resin flooring systems: quality and preparation of base levels and surface regularity of base ambient conditions during application priming of the base mixing of the resin flooring system applied thickness levels and surface regularity sealing curing adhesion of flooring to base slip resistance

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### On the job supervised training - Day 3-32

<b>Practical</b>	<b>Knowledge</b>
<p>The trainee will be able to</p> <p>Choose the correct personnel protection equipment</p> <p>Select equipment and materials and safely load onto company transport</p> <p>Safely offload materials and equipment, check batch numbers and store materials in suitable secure location</p> <p>Prepare safe area of work- install barriers, signs, ventilation (if required), etc</p> <p>Mix and apply resin self smoothing system to meet required specification and coverage rates, under instruction of a supervisor</p> <p>Protect floor area and clean tools and equipment</p> <p>Remove empty resin containers to correct location and leave area clean and tidy</p> <p>Undertake testing as required, and under instruction of a supervisor</p>	<p>Site Induction</p> <p>Company Policy relating to on-site activities</p> <p>Supervisory control</p> <p>Select the correct equipment, tools and materials from stores within company guidelines, to achieve the surface profile as per the specification and method statement</p> <p>Interpretation of contract information</p> <p>Have an understanding of environmental issues with disposal of waste and other used materials relevant to the site</p> <p>Understand the site requirements relating to health &amp; safety</p> <p>first aid</p> <p>The site's emergency procedures</p> <p>Exits</p> <p>Evacuation</p>

### On the job module end assessment - Day 33

This will be an assessment of:

<b>Practical</b>	<b>Knowledge</b>
<p>Demonstrate the installation of resin self smoothing systems as instructed by the Assessor</p>	<p>Assessment of training</p> <p>Candidate feedback</p> <p>Complete profiling for an NVQ achievement in Resin Flooring</p> <p>Test</p> <p>Questions on Resin Self Smoothing systems</p>

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### Module 13: Screeds & Coving

Practical	Knowledge
Select the correct PPE and erect barriers and signage to the working area and suitable ventilation if required.	Trainee will be able to: Understand the legal obligation to protect themselves, the area and members of the public. This is a refresher of Module 3
Unload materials and equipment in a safe manner, check material type, quantity and batch numbers Store material on site in a secure location to meet specified storage conditions	Understand and interpret contract information job record sheet delivery note method statement specification risk assessment Product datasheets COSHH datasheets
Mix resin screed system with appropriate mixing equipment	Understand manufacturers recommendations and method of mixing, and ambient temperature requirements.
Apply resin screed system using correct method of application to achieve required coverage rates, thickness and surface texture.	Understand manufacturers method of application to meet the required specification and coverage rates. Understand method to check coverage rates achieved, thickness and overcoating time limitations.
Apply resin coving system using correct method of application to achieve required coverage rates, thickness and surface texture.	Understand manufacturers method of application to meet the required specification and coverage rates. Understand method to check coverage rates achieved, thickness and overcoating time limitations.
Form joints and drainage in accordance with design detail	Interpret and identify design joint, edge details and drainage, and understand method of forming expansion, induced, movement and transition joints.
Protect floor area following installation	Understand legal obligation and manufacturers recommendations to protect area of uncured material.
Clean tools and equipment	Safe use of solvents and other cleaning materials in line with Health & Safety guidelines and COSH (Control of Substances Hazardous to Health)
Dispose of empty resin containers in a safe manner	Will understand COSHH (Control of Substances Hazardous to Health Regulations) and the safe disposal of hazardous waste materials
Undertake testing as required.	The inspection and testing methods during progress and after completion of resin flooring systems: quality and preparation of base levels and surface regularity of base ambient conditions during application priming of the base mixing of the resin flooring system applied thickness levels and surface regularity sealing

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	<p>curing</p> <p>adhesion of flooring to base</p> <p>slip resistance</p>
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### On the job supervised training - Day 3-32

<b>Practical</b>	<b>Knowledge</b>
<p>The trainee will be able to</p> <p>Choose the correct personnel protection equipment</p> <p>Select equipment and materials and safely load onto company transport</p> <p>Safely offload materials and equipment, check batch numbers and store materials in suitable secure location</p> <p>Prepare safe area of work- install barriers, signs, ventilation (if required), etc</p> <p>Mix and apply resin screed system to meet required specification, design detail and coverage rates, under instruction of a supervisor</p> <p>Protect floor area and clean tools and equipment</p> <p>Remove empty resin containers to correct location and leave area clean and tidy</p> <p>Undertake testing as required, and under instruction of a supervisor</p>	<p>Site Induction</p> <p>Company Policy relating to on-site activities</p> <p>Supervisory control</p> <p>Select the correct equipment, tools and materials from stores within company guidelines, to achieve the surface profile as per the specification and method statement</p> <p>Interpretation of contract information</p> <p>Have an understanding of environmental issues with disposal of waste and other used materials relevant to the site</p> <p>Understand the site requirements relating to health &amp; safety</p> <p>first aid</p> <p>The site's emergency procedures</p> <p>Exits</p> <p>Evacuation</p>

### On the job module end assessment - Day 33

This will be an assessment of:

<b>Practical</b>	<b>Knowledge</b>
<p>Demonstrate the installation of resin screed systems as instructed by the Assessor</p>	<p>Assessment of training</p> <p>Candidate feedback</p> <p>Complete profiling for an NVQ achievement in Resin Flooring Test</p> <p>Questions on Resin screed systems</p>

### Module 14: Flowable Screeds (VR 314)

Practical	Knowledge
Select the correct PPE and erect barriers and signage to the working area	Trainee will be able to: Understand the legal obligation to protect themselves, the area and members of the public. This is a refresher of Module 3
Unload materials and equipment in a safe manner, check material type, quantity and batch numbers Store material on site in a secure location to meet specified storage conditions	Understand and interpret contract information job record sheet delivery note method statement specification risk assessment Product datasheets COSHH datasheets
Mix flowable screed with appropriate mixing equipment	Understand manufacturers recommendations and method of mixing, and ambient temperature requirements.
Apply flowable screed using correct method of application to achieve required coverage rates, thickness and surface texture.	Understand manufacturers' method of application to meet the required specification and coverage rates. Understand method to check coverage rates achieved, thickness and overcoating time limitations.
Form joints in accordance with design detail	Interpret and identify design joint and edge details and understand method of forming expansion, induced, movement and transition joints.
Protect floor area following installation	Understand legal obligation and manufacturers recommendations to protect area of uncured material.
Clean tools and equipment	Safe use of solvents and other cleaning materials in line with Health & Safety guidelines and COSH (Control of Substances Hazardous to Health)
Dispose of empty containers/packaging in a safe manner	Will understand COSHH (Control of Substances Hazardous to Health Regulations) and the safe disposal of hazardous waste materials
Practical	Knowledge
Undertake testing as required.	The inspection and testing methods during progress and after completion of flowable screed system: quality and preparation of base levels and surface regularity of base ambient conditions during application priming of the base mixing of the screed system slump test applied thickness levels and surface regularity curing

## Insitu Resin Flooring: Apprentice Scheme

### On the job supervised training - Day 3-32

<b>Practical</b>	<b>Knowledge</b>
<p>The trainee will be able to</p> <p>Choose the correct personnel protection equipment</p> <p>Select equipment and materials and safely load onto company transport</p> <p>Safely offload materials and equipment, check batch numbers and store materials in suitable secure location</p> <p>Prepare safe area of work- install barriers, signs, ventilation (if required), etc</p> <p>Mix and apply screed system to meet required specification and coverage rates, under instruction of a supervisor</p> <p>Protect floor area and clean tools and equipment</p> <p>Remove debris and empty containers to correct location and leave area clean and tidy</p> <p>Undertake testing as required, and under instruction of a supervisor</p>	<p>Site Induction</p> <p>Company Policy relating to on-site activities</p> <p>Supervisory control</p> <p>Select the correct equipment, tools and materials from stores within company guidelines, to achieve the surface profile as per the specification and method statement</p> <p>Interpretation of contract information</p> <p>Have an understanding of environmental issues with disposal of waste and other used materials relevant to the site</p> <p>Understand the site requirements relating to health &amp; safety</p> <p>first aid</p> <p>The site's emergency procedures</p> <p>Exits</p> <p>Evacuation</p>

### On the job module end assessment - Day 33

This will be an assessment of:

<b>Practical</b>	<b>Knowledge</b>
<p>Demonstrate the installation of screed systems as instructed by the Assessor</p>	<p>Assessment of training</p> <ul style="list-style-type: none"> <li>- Candidate feedback</li> </ul> <p>Complete profiling for an NVQ achievement in Resin Flooring</p> <p>Test</p> <ul style="list-style-type: none"> <li>- Questions on Flowable/Polymer modified screed systems</li> </ul>

## Insitu Resin Flooring: Apprentice Scheme

Apprenticeship Module	Health & Safety Awareness	Core	Introduction to Resin Flooring	Manual Handling & Vehicle Offloading	Abrasive & Diamond Wheels	Work Practice & Project Planning	Prepare Background Surfaces	Coatings	Self Smoothing	Screeds & Coving	Flowable Screeds	First Aid Appointed Person
<b>NVQ Unit number</b>												
<b>VR 360</b>	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
<b>Elements</b>	2,4,5	1,2,4,5	1,2,3,4	2	1,2,3	1,2,3,4,5,6	1,2,3,4,5,6	1,2,3,4,5,6	1,2,3,4,5,6	1,2,3,4,5,6	1,2,3,4,5,6	2
<b>VR 313</b>	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	
<b>Elements</b>	2	1,2,4	2	2	3,5	1,2,3,4,6	1,2,3,4,5,6	1,2,3,4,5,6	1,2,3,4,5,6	1,2,3,4,5,6	1,2,3,4,5,6	
<b>VR 314</b>	Y	Y	Y	Y	Y	Y					Y	
<b>Elements</b>	2	2,3,6	2	2	2,3	1,2,3,4,5,6					1,2,3,4,5,6	
<b>VR315</b>	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y		
<b>Elements</b>	2	2,3,4	2	2	2,3	1,2,3,4,5,6	1,2,3,4,5,6	1,2,3,4,5,6	1,2,3,4,5,6	1,2,3,4,5,6		

## Insitu Resin Flooring: Apprentice Scheme

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### EMPLOYER ENDORSEMENT SECTION

Company Name	
Name of Manager	
Signature	
Position in Company	

*Please complete the relevant sections below*

Has the employee communicated in a proper manner?	YES/NO
Maintained appropriate company records, for example job record sheets, H & S records, defects reports, etc.	YES/NO
Has the employee carried out work in a safe and efficient manner?	YES/NO
Has the employee conformed to company and industry legislation and procedures?	YES/NO
Has the employee set up, operated and shut down machines or equipment in a safe condition as per manufacturers' instruction?	YES/NO
Has the employee attained a satisfactory standard of workmanship in all relevant modules?	YES/NO
Managers comments	

### IN SITU RESIN FLOORING SECTOR CONSTRUCTION APPRENTICESHIP SCHEME

#### ***Provider***

FeRFA The Resin Flooring Association  
16 Edward Road, Farnham, Surrey GU9 8NP  
Contact Lisa Hennessey or Helen McGachie  
Tel: 01252 714250  
[www.ferfa.org.uk](http://www.ferfa.org.uk)

#### ***Training Available at the following locations:***

- To be confirmed on the scheme schedule

#### ***Training Provision Capacity***

Quarterly programme starts with a capacity of 6 - 8 trainees per start.

### **IN SITU RESIN FLOORING SECTOR CONSTRUCTION APPRENTICESHIP SCHEME**

#### ***Instructor Profile***

##### Experience

- Minimum of five years practical experience of resin flooring activities including the installation of the full range resin flooring systems (Types 1-8 BS 8204-6, and polymer modified screeds) together with the ancillary equipment used for installation purposes
- Minimum of two years at supervisory or management level in a resin flooring organisation.
- The design and delivery of training courses in construction topics, i.e. presentational skills.

##### Qualifications

- Ideally possession of an NVQ Level 2 Insitu Resin Flooring and possession of a CSCS Skilled Worker Card in Insitu Resin Flooring.
- Qualified NVQ Assessor in Insitu Resin Flooring
- Passed CITB Health & Safety Test or recognized safety course.

##### General

- Possession of a current driving licence.
- Evidence of computer literacy, numeracy and general literacy.
- Experience in maintenance and repair

##### Employer Competent Person Profile

- 2 years sector experience, have an understanding of the NVQ system and hold the relevant CSCS card. In addition it is a requirement that the competent person will have received Work Based recorder training.
- The training provider will ensure that suitable instruction & advice is made available to the competent person to ensure quality and consistency throughout the scheme.