

Guide to policy and procedures for
teaching and learning

Section14: Apprenticeship provision

Integrated EPA Policy and Guidance for Confidential & Commercially Sensitive Evidence Documents for Apprentices and Employers

Introduction (nig) 032 82.4 reW* 12.01 01 181834 Inv

of endpoint assessment.

1.2 What the integrated EPA team can accept in the place of confidential evidence

The integrated EPA team will accept documents that have been appropriately redacted to remove any confidential or commercially sensitive material or information. Where a document is redacted to the extent that evidence of learning outcomes cannot be discerned then work is to be deemed unacceptable or not appropriate. A recorded professional discussion with the Apprenticeship Tutor allows for the relevant skills and knowledge to be discussed in more generic terms. The redacted document can signpost the discussion.

Rag Rating	Risk	Examples
Red	Highly likely to contain confidential information	Personal data, information relating to IT / digital security, market-sensitive information, commercially sensitive information.

2.3 How to provide a contextual statement or witness testimony in support of confidential evidence

- A. *Contextual statements (completed by the apprentice)*
Can be used to support or replace redacted evidence.