

# Large Goods Vehicles Apprenticeship

Level 2

**LGV drivers work across a wide range of business and sub sectors and are a vital part of every industry's supply chain. They have been described as crucial to UK PLC due to the role they play across all sectors.**

LGV drivers drive in a safe and fuel efficient manner, ensuring that the right products are delivered at the right time, location and temperature (if required), with the correct documentation and within the shortest lead times. They are responsible for maintaining the integrity of load and vehicle by applying correct procedures for restraint, road, and health and safety. They may work within one or more subsectors, including shipping, removals, import/export, freight, hazardous goods, and food.

LGV drivers deliver to a range of settings, such as warehouses, shops and private homes, and their customer base will range from large global organisations to sole traders and private customers.

## Entry

Employers will set their own entry requirements, but apprentices must hold a valid UK driving licence (Category B - Car licence) prior to commencing the apprenticeship. The apprentice will be working in a driving role that will enable them to conduct driving duties and must be at least 18 years old when obtaining their LGV licence.

## Duration

The minimum duration for the apprenticeship is 12 months.

## Progression

Progression from this apprenticeship could be into senior driving roles or management positions.

## Functional Skills

If the employee does not have maths and English GCSE passes at Grade C or above, they will need to pass maths and English Functional Skills Level 2 prior to the end assessment.

## LSA Professional Coaches

Each apprentice will be assigned a designated coach by the LSA who will visit them and their line manager at their workplace throughout the apprenticeship. The LSA coach will be in contact with the apprentice to support, mentor, review and plan progress throughout the apprenticeship.

## End Assessment

The end point assessment will commence when the employer, apprentice and LSA coach are confident that the apprentice has developed all the knowledge, skills and behaviours defined in the apprenticeship standard.

**Details of the assessment process can be found on the back page.**

Contact us for more information.

**020 8818 6800**

enquiries@lsa-skills.co.uk | lsa-skills.co.uk

## Standard LGV drivers must be able to demonstrate the following core skills and behaviour.

Skills	Behaviours
Drive safely and efficiently (SAFED) on public and private roads, and manoeuvre the vehicle in restricted spaces; safely use and position vehicle fitted equipment (eg mobile cranes).	Consistently demonstrate integrity, credibility, honesty and personal drive; embody the organisation's values, demonstrate a belief in the services it offers and an interest in the industry.
Proficiently control the vehicle in all traffic situations and weather conditions and show consideration for other drivers.	Take responsibility for their own safety and that of others at all times, particularly when driving.
Use relevant equipment and machinery safely and efficiently to ensure the safe handling of customer goods, safely open and restrain trailer and vehicle body doors; pay attention to the safe and effective use of equipment and machinery.	Take ownership for their own performance and training, and proactively keep up to date with industry developments; make recommendations for improvement where relevant.
Comply with relevant systems and processes, following instructions and organisational policy in a safe and efficient manner to carry out delivery and other relevant activities.	Strive to achieve the best results in all they do; maintain a positive attitude and approach to their work even when priorities and working patterns change.
Prepare the vehicle and the load for deliveries, including safely using and positioning vehicle fitted equipment; carry out vehicle safety checks and deal with or report any defects or maintenance issues to the appropriate person; complete daily walk round check sheets.	Demonstrate a commitment to achieving all personal and organisational objectives eg completing work, timekeeping, personal appearance and dress code.
Protect the driver, vehicle and the load from theft and damage.	Show a genuine interest in meeting the needs of others; use own initiative when needed to ensure that customer needs and expectations are met.
Effectively plan the most economical route to be used, minimising waste and loss; plan, prioritise and adapt accordingly when situations arise out of the normal routine.	Demonstrate pride in their own role through a consistently positive, professional approach with customers and members of wider team.
Use basic IT systems appropriately and in line with organisational requirements; adapt to new technology and accept the need for change.	Show willingness to accept changing priorities and adapt well to new work patterns and changing requirements, with a flexible approach to their work.
Fully comply with appropriate legislation and regulation; maintain the health, safety and security of people at all times.	
Establish a good rapport with customers and colleagues; promote the values of the organisation and respond to or report any threats to the organisation's reputation.	
Use appropriate methods to communicate effectively with customers and colleagues in line with organisational standards; identify and meet customer needs through provision of excellent customer service; work closely with suppliers and customers to ensure any problems, damages or anomalies are corrected.	
Work well in a team, showing an ability to work under pressure and to agreed deadlines; support colleagues and contribute to achieving objectives or goals; commit to self improvement and development.	





# Independent End Point Assessment

The end point assessment will only commence once the employer, apprentice and the LSA coach are confident that the apprentice has developed all the knowledge, skills and behaviours defined in the apprenticeship standard and clearly evidenced by the on programme progression review meetings.

The independent end assessment ensures that all apprentices consistently achieve the industry set progression standard that has been defined by employers. It can commence at any point once the apprentice is competent after the 12 month minimum period of learning and development. Prior to end point assessment the functional skills in maths and English components of the apprenticeship must be successfully completed.

## Summary of Independent End Point Assessment process

The apprentice will be assessed to the apprentice standard using 2 assessment methods. The assessment is synoptic, i.e. it takes a view of the overall performance of the apprentice in their job. The assessment activities will be completed by the independent end point assessment organisation as follows:

Assessment activity	Format	Details
On demand knowledge and behaviour test	Short answer and scenario based test, approximately 1 hour	<ul style="list-style-type: none"><li>• Can be undertaken either on the employer's premises or off site</li><li>• Externally set and marked automatically by the assessment organisation</li></ul>
Practical driving assessment	Approximately 1 hour LGV drive in the working environment observed by independent assessment organisations assessor	

Both parts of the standard are equally weighted.

## Completion

The independent end assessor confirm that each assessment element has been completed. The apprenticeship includes pass and distinction grades with the final grade based on the apprentice's combined performance across each assessment activity. In order to pass, the apprentice is required to pass each of the assessments. Should an apprentice fail one assessment this should be retaken as soon as the apprentice is ready and when practical for the business.

For more information on the grading criteria refer to the apprenticeships standard assessment plan:  
[findapprenticeshiptraining.sfa.bis.gov.uk](http://findapprenticeshiptraining.sfa.bis.gov.uk)

In association with...  West Thames College London

Contact us for more information.

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[enquiries@lsa-skills.co.uk](mailto:enquiries@lsa-skills.co.uk) | [lsa-skills.co.uk](http://lsa-skills.co.uk)

