



End-Point Assessment Specification

Funeral Director

Level 3

1 *What the* ROLE ENTAILS

A **funeral director** has overall responsibility for the client and the deceased by arranging, conducting and managing the funeral. The funeral director will act as a role model, mentor and coach to the team. They will liaise with a wide range of other organisations and services on behalf of the client to deliver the funeral. On the day of the funeral, a funeral director briefs and leads the team and is the central point of contact, coordination and escalation of feedback. Creating and developing sensitive working relationships with clients and stakeholders such as suppliers, the police, coroners and medical personnel is a key part of the role. Funeral directors are the first point of contact for colleagues regarding specialist funeral services such as exhumation, bequeathal, repatriation, military funerals, burial at sea and multiple funerals.

2 *On-programme* ASSESSMENT

Before entering Gateway, the apprentice must complete the following on-programme assessment requirements:

- Level 2 English and maths
- Confirmation from the employer that the apprentice is consistently operating at the level required.

3 *Gateway* REQUIREMENTS

The employer, training provider and the apprentice make the decision that the apprentice is ready to go through Gateway.

Training providers registered with us for this EPA will have access to a wide range of resources to support preparing the apprentice for their assessment. The apprentice will also have access to a range of materials and resources via EPA Pro.



Email us

enquiries@steadfastepa.co.uk



Call us

01775 513056



Visit our website

steadfastepa.co.uk

4 End Point ASSESSMENT

EPA element 1:

On demand test:

The test will be a maximum of 55-minutes and consist of 30 questions with 4 choices per question with 1 correct answer.

The assessment will be an objective on-demand, computer-based test and will be in a multiple-choice format ensuring validity and reliability and which allows for consistent, efficient and timely allocation of marks. Questions will cover the knowledge and skills identified on the standard and will be written using the language, tone and style expected for the level of standard.

EPA element 2:

Simulated scenario:

The apprentice will be required to demonstrate skills, competence and behaviour in their job role. Due to the highly sensitive nature of the business, this assessment method will be via a 60 minute simulated scenario activity.

- 2 scenarios selected by the Independent End-Point Assessor
- 20-minutes per scenario to plan a verbal response
- 5-minute response per scenario presented to Independent End-Point Assessor
- 5-minute follow-up questions per scenario to clarify responses

The scenarios will test behavioural, analytical and decision-making skills as dictated by the Funeral Director standard.

EPA element 3:

Professional discussion:

The Professional Discussion is a structured discussion of 75 minutes between the apprentice and the Independent End-Point Assessor and will consist of competency based questions which will cover the KSBs assigned to this method within the Funeral Director assessment plan.

The amount of questions asked during the professional discussion will vary according to the breadth and depth of the answers given but as a **minimum** there will be 10 questions asked to cover all the criteria requirements and give full opportunity for the apprentice to demonstrate all the requirements for a distinction.

5 Completion & CERTIFICATION

Once the apprentice has successfully completed all EPA elements, and the IEPA has verified this, the report is sent out along with a request for permission to claim the Certificate on behalf of the apprentice.

The Certificate is then claimed from the ESFA.

Why choose Steadfast EPA?

We are an Ofqual approved End-Point Assessment Organisation (EPAO) specialising in EPA delivery across health, education, care, and business apprenticeship standards. We offer flexible and reliable EPA solutions supported by sector expertise, guidance documents and proactive service and support. We believe that we offer a premium service to our clients, combining excellent customer service with high quality, fair and robust end point assessments

To review the standard and assessment plan, follow the link below.

[Funeral Director / Institute for Apprenticeships and Technical Education](#)



Email us

enquiries@steadfastepa.co.uk



Call us

01775 513056



Visit our website

steadfastepa.co.uk