



NOCN MOTOR VEHICLE SCHEME OF WORK 2025-26



Aims of the Qualification

1. This is a QCF qualification that is designed to provide learners with a solid foundation of skills and knowledge for working in the following sectors: Business and Administration, Catering, Hair and Beauty, Horticulture, Vehicle Maintenance, Sport and Leisure and Health and Social Care. Learners will develop key skills and areas of knowledge required for further study of and/or employment in these specific vocational areas.

Learners have an opportunity to:

- Gain knowledge and understanding of transferable skills such as understanding IT in the workplace or presentation skills.
- Practise using important job-related skills and knowledge relevant to their chosen sector in work experience or simulated work settings such as vehicle valeting and checking tyre pressures for the Vehicle Maintenance sector or understanding the values and role of the adult social care worker for the Health and Social Care sector.

Objectives:

To achieve this qualification, learners must achieve 17 credits: two credits from the mandatory section and 15 credits from a selected path way – in this case the Motor Vehicle pathway

The Purpose

Learning outcomes and assessment criteria:

In order to pass this unit, the evidence that the student presents for assessment needs to demonstrate that they can meet all the learning outcomes for the unit. The assessment criteria determine the standard required to achieve the unit.

On completion of this unit a student should:

Learning Outcomes	Assessment Criteria	
The learner will:	The learner can:	Evidence
1. Know duties, procedures and requirements relevant to working in a garage.	1.1 Describe own duties. 1.2 Outline workplace requirements about: a) Personal Presentation b) Timekeeping and attendance c) Conduct towards others. 1.3 Identify the main procedures related to own work role. 1.4 Give examples of the possible consequences of not following procedures.	
2. Know about equipment used when working in a garage	2.1 Name items of equipment used. 2.2 State the purpose of equipment. 2.3 Use equipment to carry out tasks. 2.4 Describe how to care for and store equipment.	
3. Know health and safety procedures for working in a garage.	3.1 Outline fire procedures. 3.2 Outline accident procedures. 3.3 Follow health and safety procedures	
4. Be able to communicate with others when working in a garage.	4.1 Indicate when and how to approach supervisors and colleagues. 4.2 Outline how to maintain good working relationships. 4.3 Give examples of how to respond to complaints.	

Unit

Autumn Term

K/506/8070

Vehicle Braking Systems Components and Maintenance

GLH 30

Credit Value 4 level 1

The purpose of this unit is to

Learning outcomes and assessment criteria:

In order to pass this unit, the evidence that the student presents for assessment needs to demonstrate that they can meet all the learning outcomes for the unit. The assessment criteria determine the standard required to achieve the unit.

Learning Outcomes	Assessment Criteria	
The Learner will:	The Learner can:	Evidence:
1. Be able to work safely on vehicle braking systems.	1.1 Use appropriate Person Protective Equipment when working on vehicle braking systems. 1.2 Use safe working practices when working on vehicle braking systems.	
2. Know non-ABS vehicle braking system components.	2.1 Identify the main mechanical components used in vehicle braking systems and components. 2.2 Identify the main hydraulic components in non-ABS vehicle braking systems.	
3. Know how basic braking systems operate.	3.1 State the operating principles of mechanical vehicle braking systems and components. 3.2 State the operating principles of non-ABS hydraulic braking systems and components.	

4. Be able to carry out routine maintenance on vehicle braking systems.	4.1 Select the correct technical data for routine maintenance of vehicle braking systems. 4.2 Demonstrate the correct procedures when removing and replacing brake pads and brake shoes. 4.3 Demonstrate the correct procedures when adjusting handbrake mechanisms. 4.4 Demonstrate the correct procedures for bleeding brakes during routine maintenance on vehicle braking systems.	
--	--	--

Unit**Routine Vehicle Maintenance Processes and Procedures on vehicles with Four Wheels or more
GLH 30****Autumn Term****J/600/3303****Credit Value 4 Level 1**

The Purpose of this unit is to

Learning outcomes and assessment criteria:

In order to pass this unit, the evidence that the student presents for assessment needs to demonstrate that they can meet all the learning outcomes for the unit. The assessment criteria determine the standard required to achieve the unit.

Learning Outcomes	Assessment Criteria	
The Learner will:	The Learner can:	Evidence
1. Be able to work safely when carrying out routine vehicle maintenance.	1.1 Use appropriate Personal Protective Equipment when carrying out routine vehicle maintenance. 1.2 Use appropriate and safe working practices when carrying out routine vehicle maintenance.	
2. Know vehicle components and systems that require routine maintenance.	2.1 Identify the main components and systems found on a modern vehicle that require routine maintenance	
3. Know routine maintenance requirements for vehicle systems and components.	3.1 Locate the correct and appropriate sources of information; tools and equipment required to carry out basic routine maintenance e.g. interim service.	

Unit

Spring Term

H/505/0604

Identification of Basic External and Internal Car Parts

GLH: 27

Credit Value: 3 Level 1

The Purpose of this unit is to k

Learning outcomes and assessment criteria:

In order to pass this unit, the evidence that the student presents for assessment needs to demonstrate that they can meet all the learning outcomes for the unit. The assessment criteria determine the standard required to achieve the unit.

Learning Outcomes	Assessment Criteria	
The Learner Will:	The Learner Can:	Evidence:
1. Know the location of major engine and chassis components	1.1 Locate and name the following engine components: a) alternator b) starter motor c) carburettor 1.2 Locate and name the following chassis components: a) gearbox b) front and rear brake assemblies c) suspension components	
2. Know the major internal engine components	2.1 Identify the following major internal engine components: a) crankshaft b) piston c) valves d) connecting rod e) oil pump f) camshaft g) flywheel.	
3. Know the major cooling system components	3.1 Locate and name the following cooling system components:	

	a) radiator b) water pump c) thermostat d) hoses	
--	--	--

Unit

Spring Term

H/506/0448

Tools, Equipment, Materials for Vehicle Maintenance

GLH 30

Credit Value 4 Level 1

The Purpose of this unit is to

Learning outcomes and assessment criteria:

In order to pass this unit, the evidence that the student presents for assessment needs to demonstrate that they can meet all the learning outcomes for the unit. The assessment criteria determine the standard required to achieve the unit.

Learning Outcomes	Assessment Criteria	
The Learner will:	The Learner can:	Evidence
1. Be able to work safely.	1.1 Select and used appropriate Personal Protective Equipment when using tools and equipment for Motor Vehicle Maintenance. 1.2 Use safe working methods of working when using tools and equipment.	
2. Be able to use and maintain hand tools for motor vehicle maintenance.	2.1 Select appropriate hand tools for vehicle maintenance tasks. 2.2 Use hand tools correctly. 2.3 Identify common defects in basic tools. 2.4 Maintain hand tools in a safe condition.	
3. Be able to use workshop equipment for vehicle maintenance.	3.1 Select appropriate workshop equipment for vehicle maintenance. 3.2 Use workshop equipment correctly. 3.3 Carry out basic care and maintenance of common workshop equipment.	
4. Be able to use materials when carrying out vehicle maintenance.	4.1 Identify common materials in the construction of vehicles. 4.2 Identify common materials and consumables used for vehicle maintenance.	

	4.3 Use appropriate materials and consumables for vehicle maintenance.	
--	---	--

This is a mandatory unit which

Learning outcomes and assessment criteria:

In order to pass this unit, the evidence that the student presents for assessment needs to demonstrate that they can meet all the learning outcomes for the unit. The assessment criteria determine the standard required to achieve the unit.

Learning Outcomes	Assessment Criteria	
The Learner will:	The Learner can:	Evidence
1. Understand the meaning of good and poor customer service	1.1. Outline what is meant by good customer service. 1.2. Identify the benefits of good customer service for an organisation. 1.3. Outline what is meant by poor customer service. 1.4. Identify the possible consequences of poor customer service for an organisation.	
2. Understand the importance of first impressions	2.1. Describe why it is important to make a good first impression. 2.2. State what is meant by non-verbal communication and how it can influence a customer's first impression. 2.3. Give examples of how an employee can make a good impression when serving customers.	