

Furniture Manufacturer Apprenticeship Standard

Furniture Finisher Modules of Assessment

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Introduction

It is recognised that a Furniture Maker is likely to work in a variety of different roles and this standard allows for the apprentice to demonstrate a full range of skills across a variety of job roles within the occupation. This document covers the requirements for Furniture Finisher.

All apprentices must complete the core requirements (see Assessment Modules – Core Requirements).

The employer, apprentice and training provider should undertake a programme that will meet the Standard Criteria to ensure all areas of the outcomes are covered in the apprentice job role.

Training providers should be evaluated and approved by the Assessment Organisation using appropriate methods.

Requirements

A Furniture Finisher will prepare and treat a wide range of timbers and man-made boards, using a range of techniques. Items to be finished could range from tables, chairs, lounge suites, cabinets, chests of drawers, kitchen units and shop fittings. They may also work on fitted items such as staircases, wall panels and doors, and on musical instruments like pianos. If you love working with wood this highly skilled job could be perfect for you. Most furniture finishing is done by pressure spray application, but hand polishing & other machine applications can be used. This is a skilled occupation where you need to be creative, organised, have a good eye for colour and show attention to detail. Apprentices who master this skill see the finished furniture items come to life.

Furniture Finishers will be able to undertake all of the following requirements.

YOU WILL KNOW HOW TO AND BE ABLE TO

Preparatio	Requirements	Analyse and agree finishing requirements following organisational procedures
	Prepare furniture for finishing	Prepare hand crafted or production furniture for finishing this will include sanding, grain brushing, repair, stripping and general surface preparation.
Finishing	Finishing Applications	Apply stains, sealers, primers, oils, polishes, varnishes, waxes, lacquers and finishing coats to furniture. Finish furniture by spraying.
	Colour Match	Identify and carry out basic colour matching to organisational standards
	Decorative & Specialist Effects	Create decorative effects or specialist finishes on furniture

Assessment

On Programme

The suggested training and assessment for the apprenticeship is based on the 'Furniture Manufacturer Assessment Modules,' which detail the training modules that should be completed for the core requirements and each occupational area.

On-going reviews will be completed by the provider and employer during the apprenticeship but will not contribute to the end point assessment.

End Point Assessment

The independent assessment organisation is responsible for carrying out the end point assessment. When the apprentice, employer and provider have determined that the apprentice is ready to complete the apprenticeship they will hold a final review to go through the portfolio of work. The apprentice will need to have completed the Level 1 Functional Skills in English and maths and taken the test for the Level 2. This will act as a gateway to the end point assessment.

Portfolio of Evidence – Guidance

Evidence should show that the apprentice can complete all of the learning outcomes for each core module and options taken.

Types of Evidence:

Evidence of performance should be demonstrated by activities and outcomes, and should be generated in the workplace only, unless indicated under potential sources of evidence (see below). Evidence of knowledge can be demonstrated through performance or by responding to questions.

Quantity of Evidence:

Evidence should show that the apprentice can meet the requirements of the modules in a way that demonstrates that the standards can be achieved consistently over an appropriate period of time.

Potential Sources and Types of Evidence:

The main source of evidence for each module will be observation of the learner's performance and knowledge demonstrated during the completion of the module. There must also be evidence of using questioning and examination of work products. The following can be used as supplementary physical or documentary evidence:

- Responses to oral or written questioning
- Professional discussion
- Personal statements/reflective accounts
- Case studies
- Evidence of feedback given
- Products of learner's work
- Expert witness testimony

Please Note that photocopied or downloaded documents are not normally acceptable evidence unless accompanied by a record of a professional discussion or assessor statement confirming learner knowledge of the subject.

Certification

Certification is claimed at the end of the apprenticeship when all components are complete.

Appeals

In the event of an appeal against the grade awarded, the Assessment Organisation will carry out an independent review of the evidence to confirm or modify the grade.

Module 1 – Requirements

What is required

Analyse and agree finishing requirements following organisational procedures. A customer can be internal or external to the organisation.

Learning Outcomes:

The learner can:

1. comply with health and safety requirements and procedures at all times
2. agree scope of work with customers following standard operating procedures
3. agree timescales for the work following standard operating procedures
4. provide customers with progress updates following standard operating procedures
5. manage expectations by communicating the limits of the results of repair work following standard operating procedures
6. describe legal requirements and responsibilities
7. describe values that apply
8. describe methods and approach for finishing
9. describe how to agree scope of work with customers
10. describe how to agree timescales for the work
11. describe how to provide customers with progress updates
12. describe how to manage expectations

Range/Scope:

Health & Safety	PPE Safe System of Work Risk Assessment Training documents / evidence Material Data Sheets
Specifications and requirements	Specification sheet Work to lists Job sheets Batch info

Assessment:

Observed Assessment.

Module 2 – Prepare furniture for finishing

What is required

Prepare hand crafted or production furniture for finishing this will include sanding, grain brushing, repair, stripping and general surface preparation.

Learning Outcomes:

The learner can:

1. comply with health and safety requirements and procedures at all times
2. obtain specifications and requirements of the items to be produced following standard operating procedures
3. obtain equipment and materials required to carry out the job following standard operating procedures
4. check equipment is set up correctly and in good working order following standard operating procedures and any manufacturer's instructions
5. check all materials required are to specification and free from faults following standard operating procedures
6. sand surfaces to specification following standard operating procedures
7. repair surface defects following standard operating procedures
8. strip surfaces following standard operating procedures
9. clean surfaces of dust, debris and adhesives following standard operating procedures
10. correct any faults following standard operating procedures
11. process completed work to next stage following standard operating procedures
12. describe relevant health and safety responsibilities
13. describe the meaning of terms used in specifications and requirements list
14. describe how to check equipment is set up and is in good working order
15. describe how to check materials and the common faults that can occur
16. describe common faults that can occur and the process for correcting them
17. describe how to sand surfaces to specification
18. describe how to repair surface defects
19. describe how to strip surfaces
20. describe how to clean surfaces of dust, debris and adhesives

Range/Scope:

Health & Safety	PPE Safe System of Work Risk Assessment Training documents / evidence Material Data Sheets
Specifications and requirements	Specification sheet Work to lists Job sheets Batch info
Machinery, Tools and Equipment	Sanding equipment cleaning equipment Scraping equipment Irons

	Rags
Materials	Fillers Abrasives Wire wool
Faults	Scratches Knots Dents Stains Blemishes Excess adhesives

Assessment:

Observed Assessment.

Module 3 – Finishing applications

What is required

Apply stains, sealers, primers, oils, polishes, varnishes, waxes, lacquers and finishing coats to furniture. Finish furniture by spraying.

Learning Outcomes:

The learner can:

1. comply with health and safety requirements and procedures at all times
2. obtain specifications and requirements of the items to be produced following standard operating procedures
3. obtain equipment and materials required to carry out the job following standard operating procedures
4. check equipment is set up correctly and in good working order following standard operating procedures and any manufacturer's instructions
5. check all materials required are to specification and free from faults following standard operating procedures
6. use effective techniques and appropriate tools for the kind of materials and type of surface following standard operating procedures
7. check spray guns are free from contamination before charging with materials following standard operating procedures
8. apply spray from a suitable distance from workpieces following standard operating procedures
9. adjust spraying techniques as necessary to achieve required finishes following standard operating procedures
10. apply finishes uniformly to required build and depth of colour following standard operating procedures
11. allow sufficient drying times between multiple coats following standard operating procedures
12. clear surfaces of excess materials at each stage of the process following standard operating procedures
13. check finished products meet to specification and correct any faults following standard operating procedures
14. process completed work to next stage following standard operating procedures
15. store any unused materials following standard operating procedures
16. dispose of any waste materials following standard operating procedures
17. describe relevant health and safety responsibilities
18. describe the meaning of terms used in specifications and requirements list
19. describe how to check equipment is set up and is in good working order
20. describe how to check materials and the common faults that can occur
21. describe common faults that can occur and the process for correcting them
22. describe how to check spray guns are free from contamination
23. describe how to apply spray from a suitable distance from workpieces
24. describe how to adjust spraying techniques to achieve required finishes
25. describe how to apply finishes uniformly to the required build and depth of colour
26. describe effective techniques and appropriate tools for the kind of materials and type of surface
27. describe specified drying times
28. describe how to dispose of any waste materials and why this is important

Range:

Health & Safety	PPE Safe System of Work
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	<ul style="list-style-type: none"> Risk Assessment Training documents / evidence Material Data Sheets
Specifications and requirements	<ul style="list-style-type: none"> Specification sheet Work to lists Job sheets Batch info
Machinery, Tools and Equipment	<ul style="list-style-type: none"> Finishing equipment, including spray guns Hand finishing equipment Automated finishing lines Ovens Booths
Materials	<ul style="list-style-type: none"> Stains Sealers Lacquers/UV Primers Solvents and water based materials Paints Waxes Oils Grain fillers Patinas Varnish Polish
Faults	<ul style="list-style-type: none"> Equipment faults External factors Application faults (eg: blooming, moisture, temperature, blotching, runs, streaks, curing, and silicones – orange peel, fish eye) Viscosity Scratches Knots Dents Stains Blemishes Excess adhesives

Assessment:

Observed Assessment.

Module 4 – Colour Match

What is required

Identify and carry out basic colour matching to organisational standards

Learning Outcomes:

The learner can:

1. comply with health and safety requirements and procedures at all times
2. obtain specifications and requirements of the items to be produced following standard operating procedures
3. obtain equipment and materials required to carry out the job following standard operating procedures
4. check equipment is set up correctly and in good working order following standard operating procedures and any manufacturer’s instructions
5. check all materials required are to specification and free from faults following standard operating procedures
6. use appropriate samples to achieve the specification
7. check compatibility of materials following standard operating materials
8. mix materials to achieve the specification
9. check you have enough materials to meet the specification
10. record materials used following standard operating materials
11. correct any faults following standard operating procedures
12. process completed work to next stage following standard operating procedures
13. describe relevant health and safety responsibilities
14. describe the meaning of terms used in specifications and requirements list
15. describe how to check equipment is set up and is in good working order
16. describe how to check materials and the common faults that can occur
17. describe common faults that can occur and the process for correcting them
18. describe compatible materials and why you can’t mix certain materials
19. describe how to check all materials required are to specification and free from faults
20. describe how to use appropriate samples to achieve the specification and why this is important
21. describe how to check compatibility of materials
22. describe how to mix materials to achieve the specification
23. describe how to check you have enough materials to meet the specification
24. describe how to record materials used and why this is important

Range/Scope:

Health & Safety	PPE Safe System of Work Risk Assessment Training documents / evidence Material Data Sheets
Specifications and requirements	Specification sheet Work to lists Job sheets Batch info
Machinery, Tools and Equipment	Finishing equipment, including spray guns Hand finishing equipment Automated finishing lines Ovens

	Booths Measuring equipment Weights
Materials	Stains Sealers Lacquers/UV Primers Solvents and water based materials Paints Waxes Oils Grain fillers Patinas Varnish Polish Pigments Dyes Tinters
Faults	Mixing Solvent Material

Assessment:

Observed Assessment.

Module 5 – Decorative & Specialist Effects

What is required

Create decorative effects or specialist finishes on furniture.

Apprentices must complete least 2 different decorative effects.

Learning Outcomes:

The learner can:

1. comply with health and safety requirements and procedures at all times
2. obtain specifications and requirements of the items to be produced following standard operating procedures
3. obtain equipment and materials required to carry out the job following standard operating procedures
4. check equipment is set up correctly and in good working order following standard operating procedures and any manufacturer’s instructions
5. check all materials required are to specification and free from faults following standard operating procedures
6. create decorative effects to meet specification
7. correct any faults following standard operating procedures
8. process completed work to next stage following standard operating procedures
9. describe relevant health and safety responsibilities
10. describe the meaning of terms used in specifications and requirements list
11. describe how to check equipment is set up and is in good working order
12. describe how to check materials and the common faults that can occur
13. describe common faults that can occur and the process for correcting them
14. describe how to create different decorative effects
15. describe techniques used to create different decorative effects

Range/Scope:

Health & Safety	PPE Safe System of Work Risk Assessment Training documents / evidence Material Data Sheets
Specifications and requirements	Specification sheet Work to lists Job sheets Batch info
Decorative effects	Patinas Distressing Rag rolling Shabby chic Stipple Feathering Liming Crackle Grading Scumble French polishing

Machinery, Tools and Equipment	Finishing equipment, including spray guns Hand finishing equipment Automated finishing lines Ovens Booths Feathers Stippler
Materials	Stains Sealers Lacquers/UV Primers Solvents and water based materials Paints Waxes Oils Grain fillers Patinas Varnish Polish

Assessment:

Observed Assessment.