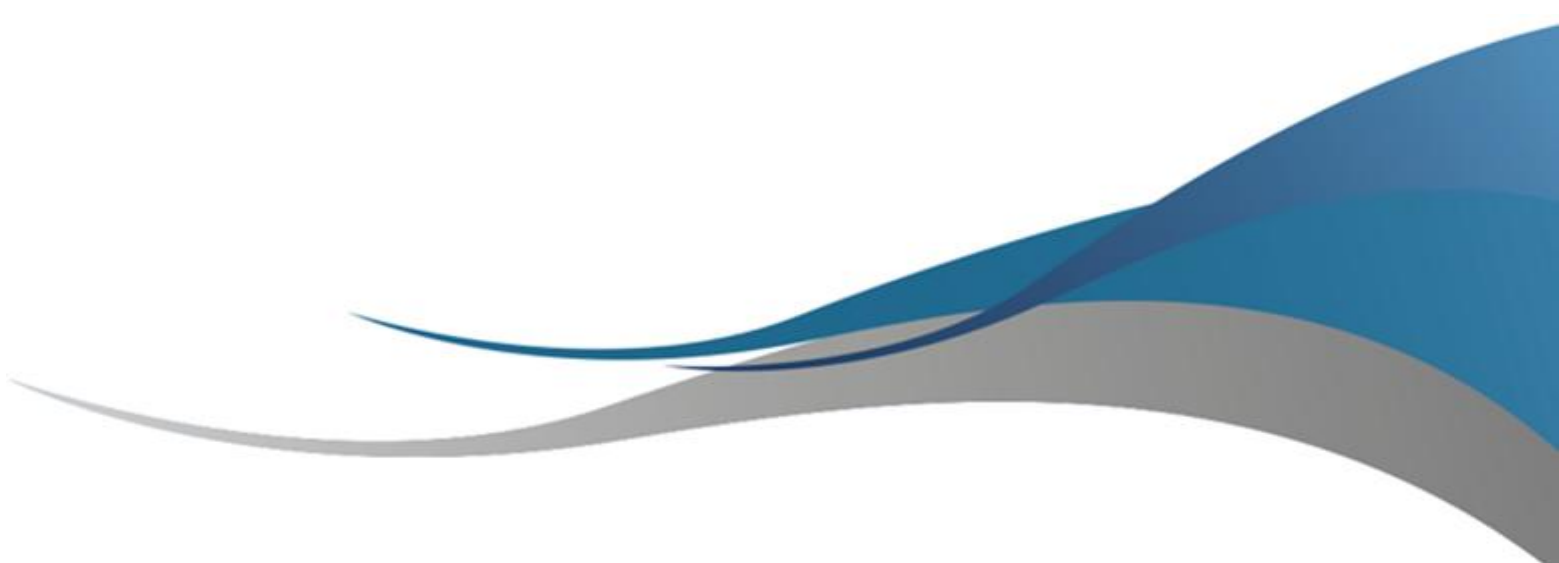


British Automatic Fire Sprinkler Association

bafsa



BAFSA Course Specification Design High Rise Sprinkler Design, And Non-Storage Systems using Full Hydraulic Calculations



High Rise sprinkler System Design And Non-Storage Sprinkler Systems using Full Hydraulic Calculations

Introduction

This course reflects the contents of
The LPC Rules for Automatic Sprinkler Installations
Inc BS EN 12845: 2015

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Course objectives

This course relates to the design of High-Rise Sprinkler systems and Non-Storage Sprinkler Systems using Full hydraulic calculations in accordance with the LPC Rules inc BS EN 12845.

However, to deliver the learning outcomes, the course aim is to address the knowledge and skills required to determine the sprinkler design in relation to;

- Classifications and design of High-Rise System,
- Basic Hydraulics
- Classification of Non-Storage System Requirements,
- Pipework Sizing through FHC Methods,
- Water supply configurations for High Rise and FHC pumphouses.

The course is split into the following modules and specifically covers the following outcomes:

- The design of High-Rise Sprinkler systems.
- Hydraulic Calculations
- The design of non-storage sprinkler systems with Full Hydraulic Calculations.

Structure

This training course is designed to provide an improvement in employment related skills through,

- Interactive / facilitated learning assessments.
- Participative exercises
- Self-delivered learning
- Submission of a series of designs by the candidate for verifying.

Competence to Capability

It is intended that the **learning outcomes** designed in the course will enable you to become competent in,

- Understand the need for High Rise systems design requirements.
- Demonstrate how to size pipework using FHC methods for Ordinary and high hazard process systems design requirements.
- You will be able to demonstrate your knowledge of simple hydraulic formulas and demonstrate you can carry out manual calculations.
- You will be able to design a high-rise system.
- You will be able to carry out hydraulic calculations for Non-Storage Systems design

The above learning outcomes are all theory; these skills will need to be put into practice to design high Rise, Non-Storage systems sizing the pipework using fhc sprinkler system design method.

With sufficient application of this knowledge, your skills and capability as a fire sprinkler design engineer in commercial systems will develop, taking you to various levels of qualifications, i.e., team member, designer, senior designer or project manager.

Over the duration of the course, you will gain a general appreciation of auditing that, like any other acquired skill, requires practise. The best place to practise and extend your experience is carrying out Sprinkler designs under the guidance of a qualified and experienced member of your team or by third party certification body.

Entrance criteria

Candidates shall have the following before they can be entered onto the course:

- The Candidates must have a minimal of 3 Years design Experience and
- The Candidate shall have Passed the LPCB basic competence review or
- The Candidate shall have passed the Bafsa classification and pre calculation course and also have
- The candidate must have a mentor with High Rise and FHC design experience¹.

The Application must be backed up with the following

- A CV Detailing their experience.
- A Reference from their employer stating they meet the minimum criteria for the course.
- Copy of relevant Certificate.

Course Details

- Course duration is 1 day per week for 10 weeks.
- Carry out the Course Reinforcement Activities.
- Course work / Design Submission all submitted with 18 month from the start of the course.

Successful completion criteria

There are four independent elements in the assessment of delegates, each of which must be satisfied if the delegate is to successfully complete the course: -

- 100% attendance and completion of all elements of the course.
- Demonstrate Knowledge through the Course reinforcement activities.
- Pass the Formal assessments.

¹ This can be in house or through a third-party scheme (supervised)

Continuous Assessment Criteria

Criteria will include:-

- Punctuality in time keeping programming with a minimal 90% attendance.
- Participation in theory and discussion session including sharing of experience, questioning and feedback.
- Completing the knowledge reinforcement activities throughout the course.

Course work

- The candidate will have to attend the online training course which will have knowledge reinforcement activities throughout the duration of the course.
- Pass the Coursework.
- Submission of post course work submit 2 full designs for review;
 - One must be a high-Rise design (Can be a Base build Contract)
 - One must be a FHC design
 - They must include a pump house.
- Course work has to be submitted within certain time scales over the period of 18 months of the start of the course.
 - Course work 1 - To be uploaded within 1 months of the start of the course
 - Course work 2 - To be uploaded within 2 months of the start of the course
 - Course work 3 - To be uploaded within 3 months of the start of the course
 - Course work 4 - To be uploaded within 4 months of the start of the course
 - Course work 5 - To be uploaded within 5 months of the start of the course
 - Course work 6 - To be uploaded within 6 months of the start of the course
 - Course work 7 - To be uploaded within 7 months of the start of the course
 - Course work 8 - To be uploaded within 8 months of the start of the course
 - Course work 9 - To be uploaded within 9 months of the start of the course
 - Course work 10 - To be uploaded within 10 months of the start of the course
 - Course work 11 - To be uploaded within 11 months of the start of the course
 - Course work 12 - To be uploaded within 12 months of the start of the course
 - Course work 13 - To be uploaded within 13 months of the start of the course
 - Course work 14 - To be uploaded within 14 months of the start of the course
 - Final Project - To be uploaded within 18 months of the start of the course

What do I need for the course

- Good Internet connection
- Quite space to learn (for Example a meeting room)
- Camera on your computer
- Access to your Bafsa Portal
- A printer
- Your workbook will be provided in electronic format (a hard copy can be purchased via <https://www.firesystemsacademy.co.uk/shop/>)
- An UpToDate copy of the LPC rules inc BSEN12845 which can be purchased from <https://www.thefpa.co.uk/shop/lpc-sprinkler-rules-subscription>
- A drawing package such as Auto cad
- Microsoft word
- Excel
- Fire Sprinkler calculation Package
- Calculator (Casio fx-83GT CW)
- Pens
- Scrap paper for sketches
- Postit pad
- Dividers
- Highlighters



- Section 1 - Classifications**
- Section 2 - Hydraulics**
- Section 3 - High Rise Sprinkler Design**
- Section 4 - Full Hydraulic Calculations**
- Section 5 - FHC² Water Supplies**
- Section 6 - How to carry out an FHC design**

² FHC = Full Hydraulic Calculations

Section 1 – Classifications

- Annex E - High rise sprinkler design
- TB 202 – Sprinkler protection to buildings featuring Residential occupancies.
- TB212 – Mobile Shelving (roof / ceiling Only)
- TB219 – Sprinkler protection of Cold stores (Roof Only)
- TB221 – Sprinkler protection of Schools
- TB222 – Ordinary Hazard Group 3 – Protection using
- TB223 – Sprinkler Protection of Concealed spaces in OH3 EPEC
- TB230 – Protection of Roof Spaces, Floor & Ceiling Voids.
- Annex A – Table A.2 – Ordinary Hazard
- Annex A – Table A.3 – High Hazard Process

Section 2 – Basic Hydraulics

- Hydraulic Principles
- Static Loss / Gain
- Flow from a sprinkler head
- Flow correction Calculations
- Hazen Williams Formula
- Balancing Systems
- Orifice Plate design
- Loop Calculations
- Protocols at Pipe Junctions
- NPSH Calculations

Section 3 - High Rise Sprinkler design

- Design Principles
- Components and systems
- Pump design Requirements
- Calculations
- Multistage Sprinkler pumps
- Water supply Design
- Documentation additional requirements on drawings

Section 4 - Full Hydraulic Calculations

- Design principles for Full Hydraulic Calculations.
- Head areas used in FHC.
- Tree System Design
- Looped Main designs
- Grid System designs
- Documentation additional requirements on drawings

Section 5 – FHC Water Supply Design

- How to Select a pump using FHC System Calculations
- How to develop a Figure 9 Pump / System curve (Manually and Using Qcap).
- How to Size a tanks effective capacity
- How to Size a Suction Pipe
- What additional information that should be on an FHC pumphouse drawing

Section 6 - How to carry FHC out designs

- Typical Portal frame design.
- Typical School design
- Typical Car Park Design

BAFSA LEARNING PORTAL

USER GUIDE

April 2025 Version

CONTENTS

BAFSA Learning Portal:

- User Guide Overview
- Learning Portal Courses & Resources - A Summary

BAFSA PORTAL USER GUIDE

User Steps & Information *with sample screens:*

Registration & Login

- 'Click to Register' and 'Register/Login' Tabs
- Online registration form guidance
- Login information - including password reset steps

Course selection and purchase

- 'Add to basket' Tab
- 'Discount code' & BAFSA 'Membership code' Tabs
- 'Pay by Card' Tab
- Booking and course joining information
- Course Cancellations - 'Cancel' Tab

FAQs, T&Cs & Contact

- 'FAQs' Tab
- 'Contact' Tab

Registered and logged in

- 'My Account Area' home page
- 'Take Course' Tab
- 'Retake Course' Tab
- 'Request Extension' Tab

All online courses

- Course introduction
- Chapter contents list

Online tutor-supported courses

- Candidate Study Plan
- Evidence & Assessment
- Marking & Feedback

Non-tutor-supported online courses

- **End-of-course Assessment: Online Multiple-Choice Questions (MCQs) - guidance**

Additional Portal User Guidance - for BAFSA-assigned tutors

- **Tutor Access and Candidate Management - a summary**
- **Tutor and Candidate Portal Interaction**
- **Learner Uploads**
- **Accreditation & Certificates**

USER GUIDE OVERVIEW

This is a **user guide** for our BAFSA training portal

It helps users understand key functions within the BAFSA portal

Users can learn how to:

- **Register as a BAFSA portal user - includes how to access:**
 - **login details**
 - **course codes**
- **Select and/or buy BAFSA courses and information videos**
- **Upload and submit coursework evidence**
- **Upload and submit any relevant certificates**
- **Upload & access uploaded tutor feedback documentation**

LEARNING PORTAL COURSES & RESOURCES - a summary

The Portal has been developed to provide a single point for BAFSA members and non-members to access high quality sector learning and development products

These include:

- **Industry qualifications (CPD and ABBE-accredited)**
- **Free-of-charge awareness courses**
- **Free-of-charge information videos**

The BAFSA portal also acts as a direct gateway for tutors and colleges to support candidates through to successful attainment of their chosen qualifications.

Our BAFSA portal offers a range of ABBE and CPD-accredited BAFSA courses

These courses are available to BAFSA members and non-members - should they meet the entry requirements.

Our BAFSA portal also offers free-of-charge courses and other sector resources:

- **Awareness of Automated Fire Sprinkler Systems**
- **Industry Information Videos**

Some courses **require tutor and college support**

Some courses require **externally verified assessment and/or exam completion**

BAFSA PORTAL USER GUIDE

includes sample BAFSA portal images

BAFSA PORTAL: User Steps & Guidance

Click the link below to view our BAFSA Portal:

<https://training.bafsa.org.uk/home.aspx>

Registration & Login

Screen 1 - Click 'Home' tab

Click the

GREEN TEXT : 'REGISTER HERE WITH A PERSONAL EMAIL'

You must REGISTER first!

ATTENTION:

NO course purchases can be made without registration!

- **No login details can be provided without registration!**
- **You MUST use a personal email - regardless of your BAFSA membership or employment status**
- **BAFSA members will need their membership codes - get this from your employer!**

Permissions, Privacy and Third-Party Sharing

Data Protection (GDPR):

Registration information is stored in line with GDPR and ICO regulations

Please see BAFSA's Privacy Policy for a complete overview regarding how BAFSA processes and retains your data

Through completion of the online registration form, the candidate gives BAFSA and its approved providers permission to share details of candidates who achieve a qualification to subsequently place these details on their respective websites.

Registration data is shared with those supporting candidates; BAFSA staff, partner tutors and external course verifiers (IQAs, EQAs) where relevant.

Sample BAFSA home screen -

British Automatic Fire Sprinkler Association

bafsa CPD MEMBER The CPD Certification Service

Home Courses FAQ Contact

Select Language ▼ Basket (0)

Register / Login

Welcome to **BAFSA**

Available 24/7 x 365 days a year across all media devices!

Access high quality learning and development here.

[Download The User Guide](#)

[Register Here with a Personal Email](#)

ATTENTION!

Non Members **AND** BAFSA Members **MUST REGISTER** individually!

ALL Registrations **require** a **PERSONAL** email address!

If you have any difficulty registering, please contact us here or click

News

There is no current news - please check back soon!

[View all news](#)

Course Spotlight

BAFSA Principles and Practices of Automatic Fire Sprinkler Systems (CPD Accredited)

An online programme of approximately six hours duration where learners can work through mo...

[Find out more](#)

BAFSA Awareness of Automatic Fire Sprinkler Systems (CPD Accredited)

This course has been developed by BAFSA to highlight the vital role Automated Fire Sprinkler Systems play in protecting people and property. It inc...

[Find out more](#)

[See all Available Courses](#)

Screen 2 - Online Registration Form

REGISTRATION:

- Complete all areas of this online registration form - candidates must prove they meet relevant entry requirements for each course.
- Each candidate **MUST** be registered individually.
- Each candidate **MUST** provide a personal email address

- Candidates need their own login details and individual portal accounts. These cannot be shared
- Multiple bookings purchasers **MUST** still register all candidates individually.
- Upon successful registration, individual candidates will receive an automated email from BAFSA with their individual login details and initial password
- The email containing login details and initial password will be sent to the email provided on the registration form

Email sample:

This is an automated email to notify you that you now have access to the BAFSA e-Learning platform.

Please find your login details below:

Login URL: <https://training.bafsa.org.uk>

Email Address: xxxx

Password: xxxx

If you have any trouble logging in then please get in touch by selecting 'Contact' from the menu bar at the top of the e-portal home screen:

A 'Leave a Message' box will appear for your completion.

Please note response time can take up to 72 hours.

The BAFSA e-portal User Guide can be accessed via:

Accessing my BAFSA portal account area

LOGIN:

Accessing my individual BAFSA portal account area:

AFTER registration, candidates will receive an email with individual LOGIN details - including an automated password.

To login and reset your password:

Steps:

- Click 'Register/LOGIN' tab (top right of screen) with your automated password provided after registration
- LOG OUT
- LOGIN again with your email address and click 'forgot password' this time
- Follow the steps on screen to reset your password

Course Selection & Purchase

Screen 3 - Click 'Courses' Tab

Here, all **available resources and courses are listed** with relevant fees for BAFSA members and non-members

'Add to Basket' Tab

Click 'add to basket' to select your chosen BAFSA courses and/or resources

ATTENTION:

- If you try to purchase courses **without registering first**, you will be redirected to the online registration form.
- All chargeable /non-chargeable courses and resources **must be added to the 'basket'**.
- **Charges will only be applied to chargeable courses** when the 'pay' tab is clicked.

'Discount Code' and 'Member Code' Tabs

ATTENTION - Accessing Discounted Prices for BAFSA Members

- BAFSA members will need their **BAFSA membership code** to access the discounted price on all purchases
- The BAFSA membership code for discounted fees can **only** be applied at the **checkout** stage.
- Type your **valid BAFSA membership code** into the '**Member Code**' box in the basket - this field is next to the 'discount code' field.
- Once the valid BAFSA membership code has been entered, this will **automatically apply the membership price to all courses in the basket**.
- **NOTE** - if the code is entered incorrectly or is invalid, **NO discount will be applied**.

Where is my BAFSA membership code?

- BAFSA membership codes are held by the contact provided on the BAFSA membership application form. who is registered on the BAFSA website.

For **further information**, please email our BAFSA Membership Secretary; Victoria Cuff at: Victoria@bafsa.org.uk

- **Problems locating your code?** If you cannot locate your BAFSA membership code from your workplace, **email BAFSA Membership Secretary, Victoria Cuff at:** Victoria@bafsa.org.uk

'Pay by Card' Tab

- Payment for all courses can be made by most credit or debit cards
- BAFSA members have the opportunity to pay all course fees via BACS

ATTENTION

- Bookings are only confirmed upon receipt of **FULL** course payments
- BACS payments must be received within 3 working days of any course booking. If payment is not received within 3 working days, course bookings will be cancelled
- BAFSA does not accept payment by instalments

Course joining instructions sent by email to individual candidates

Candidates will be provided with specific course tutor contact details in their initial course joining instructions.

Course Cancellation Steps:

1. To **cancel a course**, select **'My Courses' tab** in your individual e-portal account.
2. **Select the 'Cancel' box** against the course you wish to cancel.

ATTENTION

Full course refunds are **only** given if cancellations are received no later than 21 days prior to the start date of the course.

Refunds will be made within 10 working days.



Course List

Here you will see the list of courses available to you, read more about each one and choose the course you wish to take.

Courses

ABBE Level 2 Certificate in Fire Sprinkler Installation (Commercial)

Members Cost **£765.00**
Non-Members Cost **£920.00**

[Add To Basket](#)

[Read More](#)

The ABBE L2 Certificate in Fire Sprinkler Installation is a competency-based qualification aimed at individuals employed in the fire sprinkler system installation sector. The qualification is approved for learners aged 18+ and who ...

ABBE Level 2 Certificate in Fire Sprinkler Installation (Commercial) – Add on assessment programme

Members Cost **£395.00**
Non-Members Cost **£640.00**

[Add To Basket](#)

[Read More](#)

This is aimed at learners who have undertaken the Level 2 Certificate in Fire Sprinkler Installation Residential Qualification and want to build on these skills. If you have changed jobs or simply want to expand your role and...

ABBE Level 2 Certificate in Fire Sprinkler Installation (Residential & Commercial)

Members Cost **£825.00**
Non-Members Cost **£1,025.00**

[Add To Basket](#)

[Read More](#)

The ABBE L2 Certificate in Fire Sprinkler Installation is a competency-based qualification aimed at individuals employed in the fire sprinkler system installation sector. The qualification is approved for learners aged 18+ and who ...

ABBE Level 2 Certificate in Fire Sprinkler Installation (Residential)

Members Cost **£765.00**
Non-Members Cost **£920.00**

[Add To Basket](#)

[Read More](#)

The ABBE L2 Certificate in Fire Sprinkler Installation is a competency-based qualification aimed at individuals employed in the fire sprinkler system installation sector. The qualification is approved for learners aged 18+ and who ...

Search

Search courses

[Search](#)

Policies

- [2025-2026 Course Schedule](#)
- [BAFSA - Access to Resources](#)
- [BAFSA - Assessment Strategy](#)
- [BAFSA - Conflict of Interest](#)
- [BAFSA Assessment Policy](#)
- [BAFSA Complaint & Appeals Policy](#)
- [BAFSA Course Cancellation Policy](#)
- [BAFSA Initial Assessment Policy](#)

British Automatic Fire Sprinkler Association

bafsa

CPD MEMBER
The CPD Certification Service

[Home](#) [Courses](#) [FAQ](#) [Contact](#)

[My Courses](#) [Logout](#)

Basket

Select Language

Logged in as: Mack Basket (1)

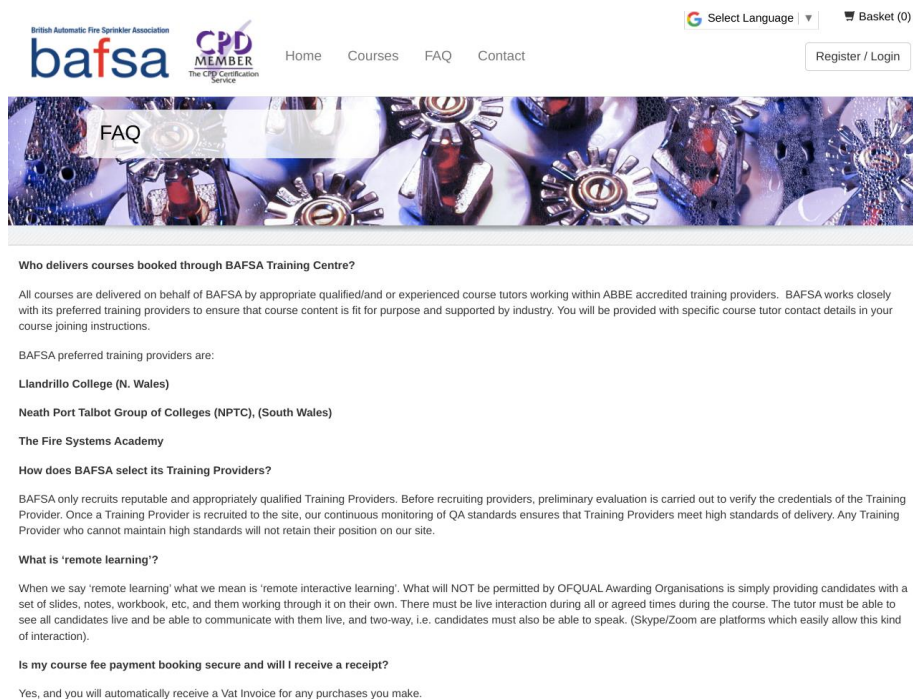
Description	Amount
ABBE Level 3 Award in Inspection & Commissioning of Commercial Fire Sprinkler Systems	£1,500.00
Quantity: - 1 +	
Course allocation: ☒ Purchase for myself ☐ Purchase for someone else	
Sub Total: £1,500.00	
VAT: £300.00	
Add Discount Code Apply	Grand Total: £1,800.00
Pay by Card	

FAQs, T&Cs and Contact

Screen 4 - Click 'FAQ' Tab

- **FAQs:** answers to our most frequently asked queries
- **BAFSA's Terms and Conditions: T&Cs** can also be accessed here, too.

See sample screen below:



The screenshot shows the BAFSA website with the 'FAQ' tab selected. The page features a header with the BAFSA logo, navigation links (Home, Courses, FAQ, Contact), and a 'Register / Login' button. A banner image with the text 'FAQ' is displayed. The main content area contains the following sections:

- Who delivers courses booked through BAFSA Training Centre?**

All courses are delivered on behalf of BAFSA by appropriate qualified/and or experienced course tutors working within ABBE accredited training providers. BAFSA works closely with its preferred training providers to ensure that course content is fit for purpose and supported by industry. You will be provided with specific course tutor contact details in your course joining instructions.

BAFSA preferred training providers are:

 - Llandrillo College (N. Wales)
 - Neath Port Talbot Group of Colleges (NPTC), (South Wales)
 - The Fire Systems Academy
- How does BAFSA select its Training Providers?**

BAFSA only recruits reputable and appropriately qualified Training Providers. Before recruiting providers, preliminary evaluation is carried out to verify the credentials of the Training Provider. Once a Training Provider is recruited to the site, our continuous monitoring of QA standards ensures that Training Providers meet high standards of delivery. Any Training Provider who cannot maintain high standards will not retain their position on our site.
- What is 'remote learning'?**

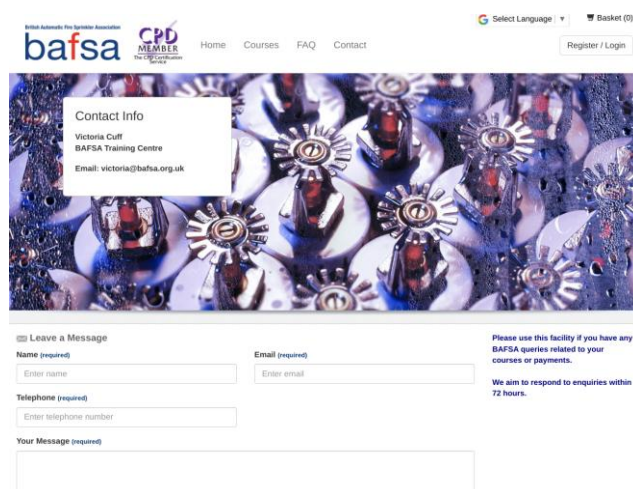
When we say 'remote learning' what we mean is 'remote interactive learning'. What will NOT be permitted by OFQUAL Awarding Organisations is simply providing candidates with a set of slides, notes, workbook, etc, and then working through it on their own. There must be live interaction during all or agreed times during the course. The tutor must be able to see all candidates live and be able to communicate with them live, and two-way, i.e. candidates must also be able to speak. (Skype/Zoom are platforms which easily allow this kind of interaction).
- Is my course fee payment booking secure and will I receive a receipt?**

Yes, and you will automatically receive a Vat Invoice for any purchases you make.

Screen 5 - Click 'Contact' Tab

For all training portal queries, BAFSA contact details are listed here.

Key contact email: victoria@bafsa.org.uk



The screenshot shows the BAFSA website with the 'Contact' tab selected. The page features a header with the BAFSA logo, navigation links (Home, Courses, FAQ, Contact), and a 'Register / Login' button. A banner image with the text 'Contact Info' is displayed. The main content area contains the following sections:

- Contact Info**

Victoria Cuff
BAFSA Training Centre
Email: victoria@bafsa.org.uk
- Leave a Message**

Name (required)

Email (required)

Telephone (required)

Your Message (required)
- Please use this facility if you have any BAFSA queries related to your courses or payments.**

We aim to respond to enquiries within 72 hours.

Registered and Logged In

Screen 6 - Individual Account Home Page

Account Area
The account area will allow you to see your course details, download your assignments, upload your completed assignments for marking and personalise your account.

My Courses

Course	Status	Grade	Action	Start Date	End Date
BAFSA Awareness of Automatic Fire Sprinkler Systems (CPD Accredited) This course has been developed by BAFSA to highlight the vital role Automated Fire Sprinkler Systems play in protecting people and property. It includes details of the benefits, types of systems and components used and how these a...	Finished	Fail (20%)	Retake		
BAFSA Level 2 Unit 1 Communication This unit develops the learner's knowledge and understanding, within the context of effective communication in the workplace.	Started		Continue	02/10/2025	Request Extension
BAFSA Level 2 Unit 1 Communication This unit develops the learner's knowledge and understanding, within the context of effective communication in the workplace.	Pending		Take Course	25/10/2025	Request Extension
BAFSA Level 2 Unit 2 Health and Safety in the Workplace This unit develops the learner's knowledge and understanding, within the context of health and safety in the workplace. It considers: roles and responsibilities the contribution of risk assessments how t...	Pending		Take Course	02/10/2025	Request Extension
BAFSA Level 2 Unit 2 Health and Safety in the Workplace This unit develops the learner's knowledge and understanding, within the context of health and safety in the workplace. It considers: roles and responsibilities the contribution of risk assessments how t...	Pending		Take Course	25/10/2025	Request Extension

Individual account home page:

My Account area

- Available courses and resources are listed on this screen
- **Click 'Take Course' and/or 'Retake Course'** to access individual courses and/or resources from this account area
- Tutors will also have access to the candidate's courses and materials to support candidate assessment

ATTENTION

- Tutor-supported courses are time-limited
- Course durations and time frames will vary

'Request Extension' Tab: available midway through a tutor-supported course:

- With tutor approval, candidates may be able to request a one-off 6-week extension. This option is automatically prompted on the portal midway through the course.
- **Click 'Request Extension'** to have this request considered/to have an additional 6 weeks added to the course end date

See sample screen below:

Course	Status	Grade	Action	End Date	
BAFSA Level 2 Unit 1 Communication This unit develops the learner's knowledge and understanding, within the context of effective communication in the workplace.	Finished	Distinction (100%)	Retake	10/03/2025	Request Extension
BAFSA Level 2 Unit 2 Health and Safety in the Workplace This unit develops the learner's knowledge and understanding, within the context of health and safety in the workplace. It considers: roles and responsibilities the contribution of risk assessments how t...	Finished	Distinction (100%)	Retake	10/03/2025	Request Extension
BAFSA Level 2 Unit 3 Awareness of Regulations in the Fire Sprinkler Industry This unit develops the learner's knowledge and understanding of legislation and standards in the Fire Sprinkler Industry. Learners will be able to apply organisational compliance, policies and procedures with the Fire Sprin...	Finished	Distinction (100%)	Retake	10/03/2025	Request Extension
BAFSA Level 2 Unit 4 Commercial Content and Evidence Repository This unit develops your skills and competences so that you will be able to conduct pre-installation checks, prepare the work environment for installation of commercial sprinkler systems and install pipework and associated componen...	Started		Continue	10/03/2025	Request Extension
BAFSA Level 2 Unit 5 Residential Content and Evidence Repository This unit develops your skills and competences so that you will be able to conduct pre installation checks, prepare the work environment for installation of residential sprinkler systems and install pipework and associated compone...	Finished	(%)	Retake	10/03/2025	Request Extension

Online courses - Navigation

Screen 7 - Course Introduction Page



British Automatic Fire Sprinkler Association

bafsa

CPD MEMBER
The City Coordination Service

BAFSA Level 2 Unit 1
Communication

Screen 8: Contents Page

- Each course has a **contents page** which lists each chapter
- Click on any **individual chapter** from the contents page to move straight to your chosen chapter
- Alternately, click on the **forward and back arrows on each page** to navigate the course



Online Tutor-supported courses - additional guidance

Screen 9: Recommended Candidate Study Plan Page

- Course time scale study plans are provided in the Introduction chapter - see sample screenshot from a Level 2 course
- Candidates will also **receive monthly reminders** across the course duration to support meeting course deadlines

See online screen image sample below:

1 Introduction

Recommended Candidate Study Plan

It is useful to plan your progress through to successful achievement of your qualification so we recommend using the activity and timescales set out below to manage your journey.

Remember: The Level 2 Certificate in Fire Sprinkler Installation is an English language only qualification so all submissions must be completed in English.

The Level 2 qualification can comprise of either 4 or 5 units and evidence is required through Multichoice tests, Written Assessments and Video submissions.

By adhering to the the targets below, you will give yourself the opportunity to successfully achieve your qualification within the 6-month timescale with some leeway to provide any additional evidence if required by your supporting Tutor:

- **L2 Unit 1 target submission date 1 month from purchase**
- **L2 Unit 2 target submission date 2 months from purchase**
- **L2 Unit 3 target submission date 3 months from purchase**
- **L2 Unit 4 target submission date 4 months from purchase**
- **L2 Unit 5 target submission date 5 months from purchase**

Screens 10 & 11 - Evidence & Assessment pages

Upload and download online course evidence

Some of BAFSA's online courses will require candidates to upload evidence for assessment

Uploaded evidence may include:

- Video evidence
- Online MCQ assessment certificate
- Written qualitative assessment - tutor-directed and uploaded once completed
- Any other evidence as directed by tutor

Follow on-screen instructions to download and upload key documentation and evidence

- **Downloadable Assessment Question Templates** are available on these pages
- End of chapter and/or Unit **completed online MCQs** (Multiple Choice Questions) will generate an automatic Pass Certificate
- **MCQ Pass certificates can be downloaded at the end of a course**
- Some courses will also require any MCQ Pass certificates to be uploaded into the candidate's online 'Evidence Repository'

ATTENTION

- **Do not use AI-generated answers.** The system identifies this type of content
- **All** evidence must be uploaded in the following formats: **MP4, AVI, PNG and PDF**
- Evidence in **Word format** must not be uploaded
- Tutors can only view submitted assessments and evidence in the following formats: MP4, AVI, PNG and PDF

Tutor Mark Sheets and Feedback docs:

Candidates can also access tutor mark sheets and feedback in their online evidence repository

See online screen image samples below:

9 Assessment Documents

Evidence Repository

- Download, complete and upload your written assignments through the Upload facility on the next page – the question templates are included below. Do not use AI generated answers as the system identifies this content
- When you complete the online multi-choice questionnaire at the end of the unit, a copy of your Pass Certificate will be made available to your Tutor and this forms part of your submission along with your written answers
- Upload any further supporting evidence through the Upload facility on the next page
- There is an Extension facility of 6 weeks if your struggling to meet the 6 month course deadline.
- Word documents must be converted to PDF format before uploading
- When you have completed and uploaded all of your evidence for this unit, go to the final page in this course and click the 'Submit for Marking' button. This will automatically let your Tutor know that your completed unit is ready for marking
- Your Tutor will mark your whole Unit submission and feedback your results. If you have not met the Pass standard in any area, the Tutor will highlight these and request additional or revised evidence required to help you to meet them
- Once you have uploaded any additional or revised evidence, go to the final page in this course and click the 'Submit for Marking' button. This will automatically let your Tutor know that your revised completed unit is ready for re-assessment. Your Tutor will re-mark your whole Unit submission and feedback your results

Type	Title	Size
	BAFSA L2 Cert in Fire Sprinklers Unit 1 - Assessment Questions	32.24 KB
	BAFSA L2 Cert in Fire Sprinklers Unit 1 - Assessment Questions	137.73 KB

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BAFSA Level 2 Unit 1 Communication

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 Select Language | ▼

9 Assessment Documents

Upload Completed Assignments

Click or tap here to upload an image, video or document file.

Max file size: 10 MB or 150 MB for videos.

You have uploaded the following files:

Type	Title	Uploaded On
	Appropriate Response Examples.pdf	Remove File 21/08/2024 10:15

Screen 12 - 'Submit for Marking' Page

- The 'Submit for Marking' tab can be accessed on the final page of a course.
- **Click this tab ONLY when all required evidence has been uploaded**
- **Notification** of candidate unit completion will be sent to Tutors automatically

See sample screen below:



Screen 13: Tutor Marking and Feedback

- Tutors will review and mark candidate Unit evidence and **upload a Mark Sheet** confirming task/course progress status; e.g. pass /complete or more evidence required.
- **Candidates will automatically be notified by email when the tutor has uploaded their Mark Sheet**

Hi, I have assessed this unit and it meets the criteria, so I will mark this section as complete on your tracking sheet.

Alan Hughes 4/10/24

Online Course Completion

Upon successful completion of online course Units:

- Tutors will then **pass all evidence through an Interval Verification (IV) process**
- Tutors will apply for the candidate's **accredited qualification certificate** from the relevant awarding body
- Tutors will keep candidates informed of progress throughout this process
- It can take up to **45 days** before **final certificates are issued** by Awarding Bodies to tutors
- Tutors will then upload final electronic qualification certificates to individual candidates' course for them to access and download
- Candidates will automatically be notified by email when the Tutor has uploaded their certificate

Non-tutor-supported courses

Screens 14 to 17 - Online Assessment: Multiple Choice Questions Quiz

- **Course Assessment Chapter** - follow the assessment instructions on each of the assessment screens.
- **Pass Certificates will be available to download** upon successful completion of the MCQs Quiz
-

See sample screens below:



Multiple Choice Questions: Quiz Instructions screen:

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Assessment and Certification

Test

Take the 'Awareness of Automated Fire Sprinkler Systems' Test and gain your certificate!

- The test is based on multi-choice questions and you need to answer each question in order to progress to the next question
- Use the 'Next Question' and 'Previous Question' buttons to navigate
- For some questions, there may be anywhere between 1 and 5 correct answers so you need to tick each correct option(s) to achieve the maximum marks for these questions
- Test scores will be displayed on screen on completion of the test and a copy of your test results will also be automatically emailed to you
- The email will include a breakdown of your test answers indicating correct and incorrect ones
- If an individual test question requires you to tick e.g. all 5 answers and you have only ticked 3, your email will show the question with a tick but you won't get full marks for this partially correct answer
- You can revise the materials and retake the test to improve your scores
- When you have successfully passed the test, go to page 117 of the course where you can download your CPD pass certificate

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Select Language ▼

Sample MCQs quiz page:

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Assessment and Certification

Question 1 of 20

Which of the following elements are included in the fire triangle

☐ Oxygen

☐ Fuel

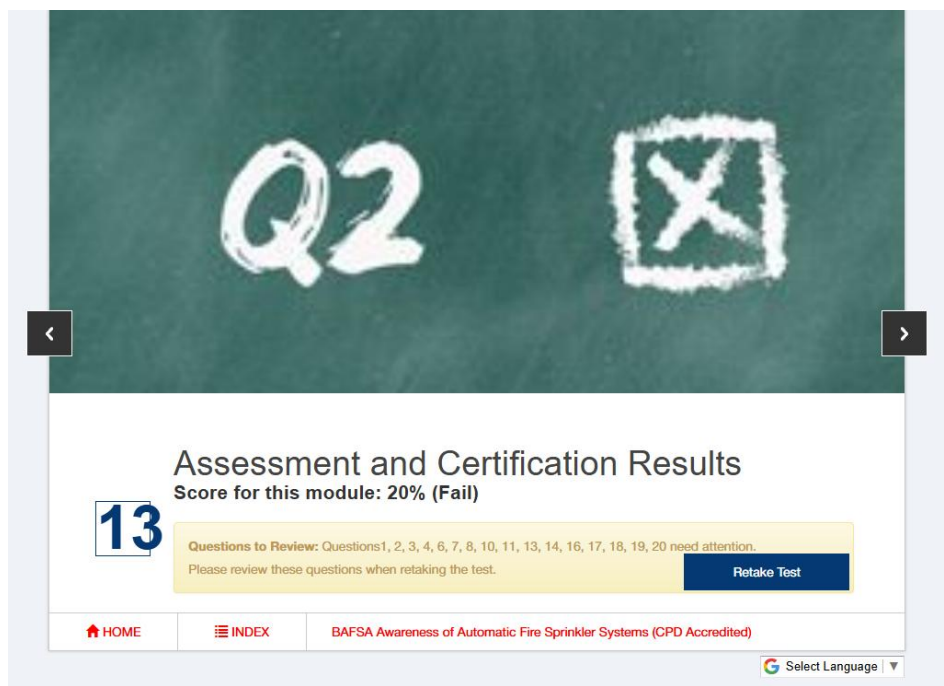
☐ Heat

Next Question

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Select Language ▼

Sample of Online MCQs Quiz Results page:



Obviously you will PASS!!

Additional Portal User Guidance - for BAFSA-assigned tutors

Tutor Access and Candidate Management - a summary:

- BAFSA will **assign candidates to tutors**.
- **Assigned tutors** will receive an email with a **copy of the candidate's online Registration Form**
The candidate completed online registration form will include:
 - **Full contact details** - tutors to **use the personal email** provided
 - **Experience history and qualifications**
 - **Course/unit purchased**
 - **Candidate BAFSA member status: member/non-member**
- Tutors can also **use the Experience/Qualification sections** within the registration form to **verify entry requirements**
- Tutors will be registered as Superusers on the BAFSA Portal

- Tutors will receive their **own BAFSA portal login details** via an automated email; individual secure login and password
- **Once logged in:** Tutors can access the portal, its learning materials and their assigned candidate accounts
- **Tutor homepage = 'Account Area'**
- **Tutors can click through tabs within their 'Account Area'** to access candidate:
 - Course/Unit learning materials
 - Course dates and progress
 - Any reminders
 - Portal Evidence Repositories
- Tutors can also **upload awarding body certificates to individual candidate accounts** within the portal for candidates to access and download
- Tutors can also request further candidate information/evidence to be uploaded if required; e.g. CV or Witness Statement
- Candidates can upload required evidence in the **Additional Evidence area** of their course Unit(s)

See sample online screen 'Account Area' below:

Account Area
The account area will allow you to see your course details, download your assignments, upload your completed assignments for marking and personalise your account.

Course	Status	Grade	Action	Start Date	End Date
BAFSA Level 2 Unit 1 Communication This unit develops the learner's knowledge and understanding, within the context of effective communication in the workplace.	Started		Continue		02/10/2025
BAFSA Level 2 Unit 1 Communication This unit develops the learner's knowledge and understanding, within the context of effective communication in the workplace.	Pending		Take Course		25/10/2025
BAFSA Level 2 Unit 2 Health and Safety in the Workplace This unit develops the learner's knowledge and understanding, within the context of health and safety in the workplace. It considers: roles and responsibilities the contribution of risk assessments how t...	Pending		Take Course		02/10/2025

Tutor and Candidate Portal Interaction

- ABBE and CPD awarding bodies require tutor/IQA/EQA access to candidate evidence submissions online
- All review, marking and feedback needs to be undertaken within the Portal
- **Evidence submissions are required per unit across each course**
Example: A full L2 qualification
 - Submission of evidence will be split across the 5 Units required for this type of course
 - Tutors will mark and provide online feedback per Unit

ATTENTION : 'Add-on assessment programme' courses

Tutor guidance for candidates:

BAFSA member and non-member candidates taking an 'Add on assessment programme' course **must** use the relevant **additional Unit's Evidence Repository** to upload evidence.

Example

- Candidate chooses the **Add-on assessment programme: 'ABBE Level 2 Certificate in Fire Sprinkler Installation (Commercial)'**
- This candidate **must** upload evidence into the online:
'Unit 4 Commercial Content and Evidence Repository'

Tutors can access candidate evidence in the **'Learner Uploads' area**:

My Courses | Learner Uploads | ABBE Certificate Uploads

Select Course
Select a course to view learner uploads:

- > ABBE Level 2 Certificate in Fire Sprinkler Installation (Commercial) – Add on assessment programme
- > ABBE Level 2 Certificate in Fire Sprinkler Installation (Residential) – Add on assessment programme
- > BAFSA Level 2 Unit 1 Communication
- > BAFSA Level 2 Unit 2 Health and Safety in the Workplace
- > BAFSA Level 2 Unit 3 Awareness of Regulations in the Fire Sprinkler Industry
- > BAFSA Level 2 Unit 4 Commercial Content and Evidence Repository
- > BAFSA Level 2 Unit 5 Residential Content and Evidence Repository

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Learner Uploads

Tutors: click on an example Unit 1 - e.g. Communication:

- A list of Candidates undertaking the Unit and their submissions will be displayed
- Drop-down tabs enable switching between Units and candidates
- Drop-down tabs for '**Current Users**' and '**All Users**' provide access to records for current and archived candidates
- Click on **Evidence Repositories** within a given course to access all forms of uploaded evidence.
Please note: Uploaded video evidence should click launch immediately
- **Tutor Mark Sheets templates** are available to download from the portal
- Completed Tutor Mark Sheets need to be uploaded in PDF format next to the candidate's name
- **'Passed' Tab** - tutors should click this tab to confirm successful Unit completion. Repeat for each Unit
- The portal will automatically notify candidates about their marked assessments /results

Learner uploads: Sample screens:

[← Back to course selection](#)

Learner Uploads, ABBE Level 2 Certificate in Fire Sprinkler Installation (Commercial) – Add on assessment programme

Search:

Filter:

Course:

Module:

Learners	Mark Sheet	Q3	Q5	Q7	Q9	Q11	Q13	Q15	Q17	Status
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 Update File

[certificate-NYYOOVLTKW111120241726156747.pdf](#)

[5645-BAFSA L2 Cert in Fire Sprinklers Unit 1 - Assessment Questions copy copy.docx](#)

PASSED 

Learner Uploads, BAfSA Level 2 Unit 5 Residential Content and Evidence Repository

Course: BAfSA Level 2 Unit 5 Residential Content and Evidence Repository ▼

Module: Video Evidence Repository ▼

Learners	Mark Sheet	Q2	Q4	Q6	Q8	Q10	Q12	Q14	Q16
MIC Admin User	Choose file								
Ruth Oliver	Choose file								
Sam Howard	Choose file								
Andrew Geens	Choose file								
Alan Hughes	Choose file								
Jonathan Williams	Choose file								
Carl Richard Jones	Choose file	Clip 2.mp4	Clip 2.mp4	clip 4.mp4	clip 2.mp4	live-WA0003.mp4	pol.mp4	handover.mp4	

Accreditation

- **Candidate Record of Achievement** (successfully completed course evidence/exams) is put forward by the Tutor/College for Internal Verification by an independent verifier
- Full course results should be provided to candidates within 45 days
- Tutors will then upload final electronic qualification certificates to individual candidate portal accounts
- Candidates will automatically be notified by email when certificates are available to download from their portal account.