

Dear Parents/Carers

## SQA EVIDENCE GATHERING AND REPORTING

Following on from the Executive Director of Education's letter issued today, we wish to share our plan for Senior Phase pupils returning to school full-time after Easter.

In particular, we wish to confirm our intention to schedule an assessment/evidence gathering window for pupils between mid-May and early-June (exact dates will be confirmed in due course). As you know from previous correspondence, this has always been our plan, in order to meet the demands of SQA and provide them with Provisional grades based on 'demonstrated evidence'. Our priority is to collect robust evidence that will stand up to Authority and SQA Quality Assurance whilst at the same time, to do our level best to avoid overloading our pupils with assessments.

In relation to the actual assessments, there will be a range of Quality assurance checks in place. For example assessment instruments will be scrutinised prior to use to ensure that they meet the standards, and the marking of papers will be closely monitored and sampled to ensure complete consistency. I'm sure you will appreciate that all of this takes careful planning to allow us to mark, check and submit provisional grades to SQA before the closing date of 25 June.

Teachers have already started and will continue to prepare students for these assessments which will be operated in a similar way to our December assessments. As per SQA Examinations, it is imperative that students attend on scheduled assessment dates and times – these dates are not negotiable. All pupils sitting a Subject assessment at the same time will ensure fairness for all and also help to maintain the integrity of the assessment paper in our centre. Scheduling assessments in this way will also allow us to plan and timetable any Additional Assessment Arrangements to cater for all pupils' needs. There may well be some anomalies and issues surrounding Covid-distancing restrictions, accommodation, supervision etc but at the moment, this is our goal. Pupils will be reminded of assessment rules nearer the time, for example in relation to mobile phones, which are not permitted for the duration of any assessment.

## PREPARATION FOR ASSESSMENTS

The SQA website is an invaluable source of revision and preparation and can be very easily accessed using the link below.

<https://www.sqa.org.uk/pastpapers/findpastpaper.htm>

Not only will it take pupils directly to all Past papers and solutions but they can find examples of marked papers highlighting good and bad practice etc. I have also posted this link on the S4, S5 and S6 Teams page to give all pupils easy access to this resource.

In addition to this, every teacher will recommend the best source of revision which may include the pupils own notes, subject materials on the school website and in MS Teams, West of Scotland revision materials on MS Teams, the Scholar website and more.

## PRIOR REPORTING

It is our intention to report on pupils' progress and levels at the end of April to give clear advice and guidance and to ensure that they are sitting assessments at the correct level. Levels will be confirmed as N4, N5, Higher, Advanced Higher or Units only. Please read and discuss the report with pupils when it arrives, so that everyone has a shared plan and understanding.

We all know and understand how difficult this year has been for everyone but we assure you once again that we want the best for all of our pupils and we are here for them every step of the way. Teachers will take every opportunity to re-enforce this message when they have their pupils back in front of them. We will be taking every opportunity to remind pupils about Health and Well-being and we will be talking to them about study techniques and the importance of a healthy, balanced approach. I'm sure you will reiterate this at home.

Finally, can I just remind you that we also understand how difficult this is for parents, therefore, if you feel the need to contact us for any reason, please don't hesitate to do so through your child's Pupil Support teacher.

Kind Regards and Best Wishes

Suzanne Beattie (DHT, SQA Coordinator)