



Queen Margaret Academy Senior Phase Options January 2025



Our community...

- We are a community of **faith and learning**
- Catchment area extends **beyond South Ayrshire**
- **Truly mixed** comprehensive (deciles 1-10)
- Includes **Supported Learning Centre**
- We are committed to **‘Living Our Values Everyday’**



Our profile...

- 90% pupils stay on in S5
- 85% pupils stay on in S6

2022/2023 saw 107 leavers

- 10 (10%) - training
- 3 (3%) - Modern Apprenticeships
- 2 (2%) - Full Time work
- 47 (45%) - Further education (College SCQF levels 2-6)
- 43 (40%) - Higher Education (UCAS and SCQF Level 7 college courses)



Our vision...

- a curriculum which is **coherent**;
- the opportunity to obtain a variety of **qualifications**;
- opportunities to develop **skills for learning, life and work** with a continuous focus on literacy, numeracy and health and wellbeing;
- **personal support** to provide opportunities and support wellbeing beyond the curriculum;
- support in moving to a **positive and sustained destination** beyond school

Choosing your subjects

When choosing your subjects there are 5 key questions you should ask yourself:

1. How do I like to learn?
2. Where could these subjects take me?
3. What subjects do I enjoy?
4. What subjects am I good at?
5. What do other people think?




**WHERE COULD
YOUR SUBJECT
CHOICES
TAKE YOU?**

What happens next?

Supporting pupils in making good choices:

- Curriculum booklet
- One-to-one interviews with Year Head
- We can also signpost you to other sources of help...



		2024-2025
Queen Margaret Academy		
		
		Michael McGeough, DHT
		Options Booklet
		2024-2025
Subject: Administration and IT		Level(s): National 5 (also N3 and N4)
Course Overview: Administration and IT cuts across all sectors of the economy and offers wide-ranging employment opportunities. This course provides candidates with experience of real-life administration tasks and engaging practical activities relevant to the world of work; with emphasis on the development of transferable life skills and the application of these skills. Candidates following the course become aware of the use of technology within the workplace, as they complete organisational tasks.		
Course content: Administration Theory – develop an understanding of administration theory in the workplace, including customer service, corporate image and sources of information. Word Processing/Publishing – learn to create a range of documents from certificates to newsletters. Spreadsheets – create tables, charts, calculations and merge data across applications. Databases – learn to use relational databases to enter, sort and extract information. Electronic Communication – e-diary, e-mail and other communication methods. Assessment – split across two formal practical activities, an exam and assignment, with most of the marks coming from the assignment.		
Career pathways: This course opens up a diverse range of options from developing generic IT skills useful in almost all walks of life to working specifically in Administration for a business.		
Subject: Administration and IT		Level(s): Higher
Course Overview: The course helps candidates develop advanced administrative skills & digital literacy, enabling them to contribute to the effective functioning of organisations in supervisory administrative positions.		
Course content: Administration Theory –develop a deeper understanding of administration theory in the workplace, including effective teams, time management and organising events. Word Processing/Publishing –create a range of complex documents using advanced features. Spreadsheets –complex spreadsheets to process, problem solve and present information. Presentations – Work with existing presentations to research and create a final document Databases – learn to use relational databases to enter, sort and extract information. Electronic Communication – e-diary, e-mail and emerging technologies Assessment – split across two formal practical activities, an exam and assignment, with most of the marks coming from the assignment.		
Career pathways: This course opens up a diverse range of options from developing generic IT skills useful in almost all walks of life to working specifically in Administration for a business or moving into specialised areas such as medical administrators or legal administrators.		

Other sources of help

There are plenty of people and websites that can help support the options process...

- School staff - guidance & subject specialists
- myworldofwork.co.uk
- www.planitplus.net
- Colleges, universities & employers
- Education Scotland - parent zone
- Skills Development Scotland (SDS) - careers service



Option forms

Options forms will be emailed to parents and should be returned via Microsoft forms




Pupil Name: _____


Reg: _____

S3 into S4 Options 2025-2026

Circle 1 option from each column. You cannot select the same option twice.

	Column A	Column B	Column C	Column D	Column E	Column F
<p>SCQF Level 5 (use the QR code below to link to the SCQF Framework)</p> 	N5 English	N5 Maths	N5 Business Studies	N5 Geography	N5 Administration and IT	N5 Art
			N5 Chemistry	N5 Graphic Communication	N5 Art	N5 Biology
			N5 Music	N5 History	N5 Music	N5 Computing Science
			N5 Physical Education	N5 Physics	N5 Physical Education	N5 Modern Studies
			SfW Travel and Tourism	NPA Photography	N5 History	SfW Retailing (with Barista) *
			N5 Woodworking *	SfW Sport and Recreation *	N5 Metalwork *	N5 Spanish
			N5 Biology	N5 RMPS	N5 Media*	N5 Drama
		N5 French	N5 French	N5 Electronics*		
			SfW Health Sector *	N5 Cookery*		

* No progression to SCQF Level 6. You can pick a maximum of 2 of these subjects unless agreed by Year Head

Code	Title	Click here for link to Guide to Scottish Qualifications	QR code for Guide to Scottish Qualifications booklet
N5	National 5 Qualification	Pages 8-10	
SfW	Skills for Work	Page 11	
NPA	National Progression Award	Page 20	

Option forms



Options forms will be emailed to parents and should be returned via Microsoft forms



Pupil Name: _____ Reg: _____

S4 into S5 and S5 into S6 Options 2025-2026

Circle 1 option from each column. You cannot select the same option twice.

	Column A	Column B	Column C	Column D	Column E	Column F
<p>SCQF Level 6</p> <p>(use the QR code below to link to the SCQF Framework)</p> 	<p>Higher Maths</p> <p>Higher Photography</p> <p>Higher RMPS</p> <p>Sports Leader</p> <p>Higher Application of Maths</p>	<p>Higher English</p> <p>Leadership (with Enterprise and Employability – s6)</p> <p>Powering Futures (level 6 – s6 only)</p>	<p>Higher Business Studies</p> <p>Higher Human Biology</p> <p>Higher Chemistry</p> <p>Higher Computing Science</p> <p>Higher Music</p> <p>Higher Physical Education</p> <p>NPA Travel Tourism</p>	<p>S6 Financial Services</p> <p>Higher Graphic Communication</p> <p>Higher Geography</p> <p>Higher History</p> <p>Higher Drama</p> <p>Higher Photography</p> <p>Higher French</p> <p>Higher RMPS</p>	<p>Higher Administration and IT</p> <p>Higher Art</p> <p>Higher Geography</p> <p>Higher Music</p> <p>Higher Physical Education</p> <p>Higher History</p>	<p>Higher Human Biology</p> <p>Higher Art</p> <p>Higher Computing Science</p> <p>Higher Modern Studies</p> <p>Higher Physics</p> <p>Higher Spanish</p> <p>Higher Chemistry</p>
<p>SCQF Level 5</p>	<p>N5 Maths</p> <p>N5 Photography</p> <p>N5 RMPS</p> <p>Sports Leader</p>	<p>N5 English</p>	<p>N5 Business Studies</p> <p>N5 Chemistry</p> <p>N5 Music</p> <p>N5 Physical Education</p> <p>S6 Travel and Tourism</p> <p>N5 Practical Woodworking*</p> <p>N5 Biology</p> <p>N5 French</p>	<p>N5 Geography</p> <p>N5 Graphic Communication</p> <p>N5 History</p> <p>NPA Photography</p> <p>S6 Sport and Recreation*</p> <p>S6 Health Sector*</p> <p>N5 RMPS</p> <p>N5 French</p> <p>N5 Physics</p>	<p>N5 Administration and IT</p> <p>N5 Art</p> <p>N5 Music</p> <p>N5 Physical Education</p> <p>N5 History</p> <p>N5 Practical Metalworking*</p> <p>N5 Media*</p> <p>N5 Practical Electronics*</p> <p>N5 Practical Cookery*</p>	<p>N5 Art</p> <p>N5 Computing Science</p> <p>N5 Modern Studies</p> <p>S6 Retailing (with Barista!)</p> <p>N5 Spanish</p> <p>N5 Drama</p>
<p>Consortium/Other</p> <p>More information on YASS courses can be found using this QR code</p> 	<p>Study column (S6 only – entitled to 1 study column)</p> <p>YASS (S6 only)</p>	<p>Study column (S6 only – entitled to 1 study column)</p> <p>YASS (S6 only)</p>	<p>Study column (S6 only – entitled to 1 study column)</p> <p>YASS (S6 only)</p>	<p>Study column (S6 only – entitled to 1 study column)</p> <p>YASS (S6 only)</p>	<p>College</p> <p>Study column (S6 only – entitled to 1 study column)</p> <p>YASS (S6 only)</p>	<p>College</p> <p>Study column (S6 only – entitled to 1 study column)</p> <p>YASS (S6 only)</p>

*no progression to SCQF Level 6

3 year model - senior phase

Please consider the senior phase as a 3-year model. Pupils should be aiming to achieve as many qualifications as they can by the end of S6 and our curriculum allows them to do so

Student 1 - S4-6 pathway

S4 (6xL5 awards)	S5 (5xL6 awards)	S6	Post-School
N5 Maths	H Maths	Sports Leader	University
N5 English	H English	Leadership	
N5 Chemistry	H Chemistry	Study	
N5 History	H History	Lv Financial Services	OR College HNC - HND - University Year 3 entry
N5 PE	H PE	AH PE	
N5 Spanish	N5 Modern Studies	H Modern Studies	OR Graduate Apprenticeship

Student 2 - S4-5 pathway

S4 (6xLv5 awards)	S5 (4xLv6 awards)		Post-School
N5 Maths	H Apps of Maths		College HNC - HND - University Year 3 entry Or Modern Apprenticeship
N5 English	H English		
SfW Travel and Tourism	NPA Travel and Tourism		
SfW Sport and Recreation	N5 Geography		
N5 PE	H PE		
SfW Retailing	School College Partnership course		

Student 3 - S4 pathway

S4 (3xLv5 awards)			Post-School
N4 Apps of Maths			College Pre-apprenticeship/Lv 5 course
N4 English			
N5 Woodworking			Or
N4 Geography			Thriving Communities
N5 Metalworking			
SfW Lv5 Retailing			Or Modern apprenticeship

Options process timeline

- Information evening - Wednesday 15th January
- Option interviews will begin Monday 20th January
- Final options to be submitted using Microsoft Form by end of day Friday 14th February

Other important dates;

S3 parent/carer evening	Tuesday 21st January
S4/5/6 report cards issued	Wednesday 29th January
S5/6 parent/carer evening	Tuesday 4th February
S3 report card issued	Thursday 13th February

QMA Curricular Pathway Maps

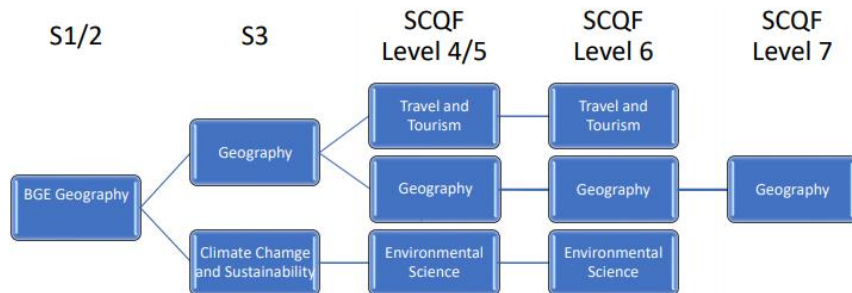
Each curricular area has created a pathway map

Outlines progression from BGE to SCQF Level 6 or 7

Pupils and parents/carers can see where various subjects fit in together

These can be found on the school website and QR codes are in the option booklet

Geoscience



Pathways beyond QMA (click on links below for more info)

[MyWOW](#) [Geography](#) [Travel and Tourism](#) [Environmental Science](#)

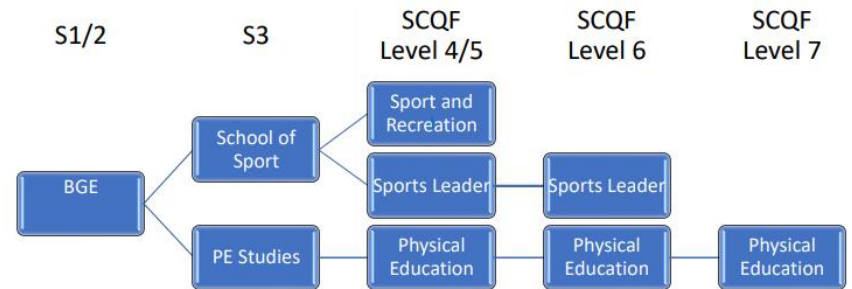
[UCAS](#)

[Ayrshire College](#)



@QMA_Geo

Physical Education



Pathways beyond QMA (click on links below for more info)

[MyWOW](#)

[UCAS](#)

[Ayrshire College](#)



@QMAPE



@QMA_PE

THE SCOTTISH CREDIT AND QUALIFICATIONS FRAMEWORK

The Framework diagram shows mainstream Scottish qualifications credit rated by SQA and HEIs. However, there are a diverse number of learning programmes on the Framework. To view the full interactive version of the Framework or search the database, please visit the SCQF website at www.scqf.org.uk



SCQF Levels	SQA Qualifications		Qualifications of Higher Education Institutions	Apprenticeships & SVQs
12			Doctoral Degree	Professional Apprenticeship
11			Masters Degree, Integrated Masters Degree, Post Graduate Diploma, Post Graduate Certificate	Graduate Apprenticeship Professional Apprenticeship SVQ
10			Honours Degree, Graduate Diploma, Graduate Certificate	Graduate Apprenticeship Professional Apprenticeship
9			Bachelors / Ordinary Degree, Graduate Diploma, Graduate Certificate	Graduate Apprenticeship Technical Apprenticeship SVQ
8		Higher National Diploma	Diploma Of Higher Education	Higher Apprenticeship Technical Apprenticeship SVQ
7	Advanced Higher, Awards, Scottish Baccalaureate	Higher National Certificate	Certificate Of Higher Education	Modern Apprenticeship SVQ
6	Higher, Awards, Skills for Work Higher	National Certificate		Modern Apprenticeship Foundation Apprenticeship SVQ
5	National 5, Awards, Skills for Work National 5			Modern Apprenticeship SVQ
4	National 4, Awards, Skills for Work National 4			SVQ
3	National 3, Awards, Skills for Work National 3			
2	National 2, Awards			
1	National 1, Awards			



Health warning!



- We cannot guarantee all option choices
- College options must also come with a back up and are subject to change and acceptance via an application
- Advanced Higher options may be delivered as part of a consortium arrangement and/or online via South-west connect and universities
- Plan ahead e.g. check college/university entry requirements for essential subjects



Queen Margaret Academy 'the S6 experience'



Beyond the classroom...

- Expectation is to choose 5 subjects from the 6 columns. Study time is therefore available
- Advanced Highers - SW Connect (online) and consortium (pupils need to make their own way to and from other schools using NEC card)
- School-college partnership
- Open University - YASS (Young Applicants in Scottish Schools)
- Flexible work experience
- Volunteering (Saltire Award/DofE Award)
- Leadership awards
- Reach/Access/Top-Up (university of Glasgow)
- Mentoring / buddying



Information sessions

3 sessions (15 minutes each). There will be a chance to speak to Mrs Browne or I at the end. Please also take the time to speak to our stallholders (SCQF Ambassadors, DYW Ayrshire and Ayrshire College)

- DYW overview at QMA Miss Caitlin McAusland
- Ayrshire College Mrs Caroline Allison
- Skills Development Scotland (SDS) Mr Vincent Wright

Please also take a few minutes to complete the survey using the QR at the end of the evening

Group (session 1)	Session	Room
A	DYW	124
B	College	125
C	SDS	126