

19 December 2013

To: Head of centres  
Cc : SQA Co-ordinator  
Secondary Schools and Colleges  
Education Authorities  
Education Scotland

Action by Recipient	
<input type="checkbox"/>	Response required
<input checked="" type="checkbox"/>	Note and pass on
<input type="checkbox"/>	None — update/information only

Contact: Angela Baird  
E-mail: [angela.baird@sqa.org.uk](mailto:angela.baird@sqa.org.uk)

Dear Colleague

This letter is intended to offer advice and support for staff responsible for Geography. It contains information about the following:

- 1. Internal and External Assessment Reports**
- 2. Results Services**
- 3. OS Maps**
- 4. Delivery of the new National Qualifications**
- 5. Qualification Support Teams**
- 6. Appointee Opportunities**
- 7. Textbooks**

**1. Internal and External Assessment Reports**

The 2013 reports can be found via the following page on the SQA website:

<http://www.sqa.org.uk/sqa/2474.html>

It is recommended that those involved in the delivery of Geography Units and Courses take time to read through these reports as they contain useful feedback on the 2013 diet. This includes information about areas in which candidates performed well together with advice to centres about areas in which they found difficulties.

**2. Results Services**

In the academic year 2013- 2014 SQA new Results Services will be introduced to replace the existing appeals services. Information on the new services can be found on the following page of the SQA website:

<http://www.sqa.org.uk/sqa/65427.html>

### **3. OS Maps**

SQA has received the following advice from Ordnance Survey:

“Exam extracts that are spare after an examination has taken place may be retained by the schools where the examination has taken place and may be used for further general educational use at the discretion of the school.

Photocopying of exam extracts by a school, provided it is solely for educational use within that school, is also permitted without any additional royalties or license fees being payable by the school.

Additional sales of printed examination extracts **do** attract copyright fees.”

Centres can access maps directly using the Ordnance Survey site:

<http://www.getamap.ordnancesurveyleisure.co.uk/>

It is possible to visit this website as a guest without having to register any details.

### **4. Delivery of the new National Qualifications**

Information on the delivery processes for the new national Qualifications can be found via the following page on the SQA website:

<http://www.sqa.org.uk/sqa/64131.4138.html>

This covers topics such as prior verification and includes a really useful “Your questions answered” section.

### **5. Qualification Support Team**

We are recruiting practitioners to join our National Qualification Support Teams (NQSTs).

NQSTs are consultation groups that will provide feedback to SQA on internal and external assessment for National Qualifications including the new Courses developed to meet the needs of Curriculum for Excellence. These groups will communicate primarily using dedicated and secure online discussion forums. This will allow SQA Qualifications Development staff to engage with practitioners on an immediate basis as issues arise. Each NQST will also hold an annual meeting which will require members to be released from their centres. This release is not subject to compensation, although necessary travel expenses will be reimbursed. The first meetings will be held in autumn 2014.

If you are interested in applying to become a member of an NQST, please seek permission from your head of centre or employer then complete and submit the online Expression of Interest form.

For more information and to apply to join one of these teams, visit: [www.sqa.org.uk/ngst](http://www.sqa.org.uk/ngst)

## **6. Appointee Opportunities**

We are currently recruiting a Principal Assessor for the new Advanced Higher. Information can be found using the following link:

<http://www.sqa.org.uk/sqa/66912.html>

## **7. Textbooks**

Publishers are beginning to produce textbooks to support the new National Qualifications in Geography. Centres are reminded that while textbooks serve as a useful guide to teaching and learning they do not specify what could be assessed by SQA in external examinations. For this information centres should refer to the mandatory course coverage in the Course Assessment Specification. The Course Assessment Specification for National 5 Geography can be found using the following link:

[http://www.sqa.org.uk/files\\_ccc/CfE\\_CourseAssessSpec\\_N5\\_SocialStudies\\_Geography.pdf](http://www.sqa.org.uk/files_ccc/CfE_CourseAssessSpec_N5_SocialStudies_Geography.pdf)

I trust that this information is of use to you. Should you wish any further advice about the content of this letter please contact me as indicated above.

Yours faithfully



Angela Baird  
Qualifications Manager  
People and Services