



New National Qualifications: management of assessment across the centre

Key questions for centre managers

This is one of two linked documents which are designed to support centre managers in thinking about their approach to the management of assessment for the new National Qualifications. This accompanies:

- ◆ A [context-setting introduction](#) on the Curriculum for Excellence (CfE) website that highlights points of continuity and change.
- ◆ A [set of tables](#) which outline the Course structure and assessment methods for Courses from National 2 to National 5.

Assessment of the new National Qualifications is much more of a focus for individual centres than with the current qualifications. A key element of Curriculum for Excellence is flexibility and choice; enabling practitioners to use their own professional judgement. This gives local authorities, schools and colleges the opportunity to meet local needs.

In keeping with this, centre managers may wish to use the following set of questions when planning for the assessment of the new National Qualifications at both a strategic and operational level. The questions can be used in planning for the short term (for the dual running of current and new National Courses in 2013/14 and 2014/15) and long term (from 2015/16 onwards, when only the new National Courses will be available).

1. What will you have to think about in arranging the timetable of assessment for learners?

2. How will you manage different patterns of assessment for different learners?

- ◆ Do you need to provide an assessment framework/planner for learners?
- ◆ Do you need to make any additional arrangements for re-assessment?

3. Are there any additional implications for the welfare of learners?

- ◆ Are there any additional arrangements you would need to make for learners who are absent and miss assessments?
- ◆ Are there any additional arrangements you would need to make for learners who require extra time or support?

4. Do staff need additional help to manage assessment?

- ◆ Do teaching/lecturing staff need additional support and training?
- ◆ Do administration staff need additional support and training?

5. What are the possible logistical challenges for the scheduling of accommodation and other conditions for assessment?

- ◆ What are the resource issues?
- ◆ What are the implications for scheduling of re-assessment?
- ◆ What administration arrangements do you need to put in place?

6. How will you meet the requirements of submission deadlines for Coursework?

7. How will you ensure that all assessments meet National Standards in your centre?

- ◆ How will you ensure the security of assessments and evidence?
- ◆ How will you internally verify Unit assessments?
- ◆ How will you internally verify the internally assessed components of Course assessment?
- ◆ How will you ensure that conditions of assessment and marking guidance are followed?
- ◆ How will you manage the production of estimates?

8. What are the implications for your internal quality assurance systems?

- ◆ What links might you make with moderation systems for 3–15?
- ◆ How will you monitor and evaluate results?

9. SQA has developed Unit assessment support for every Course from National 2 to National 5 to help practitioners deliver and assess the new National Qualifications. Centres will also be free to develop their own Unit assessment packages.

If your centre does develop their own Unit assessment packages, have you considered:

- ◆ How and when will you do this?
- ◆ How you will ensure that your Unit assessment packages meet the national standard?