

17 March 2005

To: SQA Coordinator (Secondary Schools, FE Colleges)  
Directors of Education  
SCIS  
Customer Account Managers

**For the attention of all staff responsible for the  
delivery of National Qualifications in Care**

Action by Recipient	
	Response required
✓	Note and pass on
	None — update/information only

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Dear Colleague

**National Qualifications in Care**

The contents of this letter should be passed to the member of staff responsible for National Qualifications in Care.

**Diet 2004**

The Principal Assessor and Senior Moderator reports for Diet 2004 can now be found on SQA's website ([www.sqa.org.uk](http://www.sqa.org.uk)). These include:

- ◆ PA Report for Intermediate 1 Care
- ◆ PA Report for Intermediate 2 Care
- ◆ PA Report for Higher Care
- ◆ PA Report for Higher Early Years Child Care
- ◆ PA Reports for all Project-based National Courses
- ◆ Senior Moderator Report for National Qualification Units

**Appeals**

The procedures for stage 1 and 2 appeals were completed during September and October 2004. Colleagues are requested to follow the guidance set out in the following documents prior to submitting appeals:

- ◆ *The Appeals Process: a guide for centres* (AA0690/3, June 2002)

- ◆ *Estimates and Assessment Appeals: Guidance on generating evidence* (A0992/2, February 2001)

**NB** Revised versions of both documents are due to be issued in March 2005. Copies of these documents can be downloaded from SQA's website ([www.sqa.org.uk](http://www.sqa.org.uk)).

The most commonly found problems in evidence submitted for appeals this year were:

- ◆ Wrong or incomplete evidence.
- ◆ Inconsistencies in marking.
- ◆ Leniency in applying marks and grades.

All of the above issues were reported in the 2003 update letter, however, similar problems were replicated in 2004. In addition, examiners were disappointed with the quality of the presentation of evidence from some centres. This related to uncoordinated evidence such as several pieces of evidence for each candidate with no clear or direct link to the assessment instrument.

Centres should note that the above problems may disadvantage candidates.

### **National Certificate Group Award: Early Education and Childcare**

The development of a new NC Group Award in Early Education and Childcare has progressed extremely well with the launch of this award taking place at the end of January 2005. Unit specifications have been written as have NABS for all 33 Units! A big thank you to all who have been involved in this development.

#### **Early Years Care and Education (Higher)**

Please note that the above **Course** has been revised as part of the development of the new National Certificate **Group Award** in Early Education and Childcare.

From Session 2005/06, The Early Years Care and Education (Higher) Course will be called:

*Early Education and Childcare (Higher)* and will comprise of the following three mandatory Units:

- *Child Development: Birth to 12 years (Higher)*
- *Developmental Theory in Early Education and Childcare (Higher)*
- *Holistic Approaches to Child Health (Higher)*

Revised Arrangements Documents, Specimen Question Papers and National Assessment Bank items will be posted onto the SQA web-site shortly. Both the old and the revised Courses will be available in Session 2005/06 only.

Further details are included in a separate Update Letter for Early Education and Childcare.

## Project-based National Courses

The following changes recommended by the review of Courses have now been implemented:

### *Mental Health Issues (Higher)*

2004/05 — the revised Project Specification with a fuller marking schedule has been distributed to centres currently delivering the Course for use this session. It has also been posted on SQA's website ([www.sqa.org.uk](http://www.sqa.org.uk)). Centres will have the option of continuing with the current version for this current year only, ie during 2004/05.

2004/05 — staff have long asserted that the content of this Course is too heavy. Changes to the structure of the Course have now been approved and as from August 2004 this will be:

Mandatory Unit: DF6H 12 *Understanding Mental Health and Mental Illness* (80 hours)  
(Higher)

Optional Units: **Either:**  
D11A 12 *Caring for People with Dementia* (Higher) (40 hours)  
**Or:**  
D10Y 12 *Stress and Stress Management* (Higher) (40 hours)

Please note that the code for the revised Course is C06G and the new code allocated to *Understanding Mental Health and Mental Illness* is DF6G 12. This Unit has not changed substantially — a new Performance Criterion has been added to Outcomes 3 and 4 and an Outcome 5 has been added. In the main, these deal with legislation and procedural issues. New NABs for the Unit and a new Project Specification for the Course have been written and are posted on SQA's website.

### *Care Practice (Higher)*

The Unit *Practical Skills for Carers* (Higher) was revised and most centres have been using the new version. The new folio-style NAB has been available on the secure website since November 2004.

### *Care Issues for Society (Intermediate 2)*

The NQ Subject Review recommended that this Course be made into two separate Courses rather than one with two routes as the current version does not meet the NQ Review criteria.

The new structure is:

#### **C06F Care Issues for Society: Child Care (Intermediate 2)**

D10V 11	<i>Family Structures and Roles in a Changing Society</i>	(40 hours)
D10P 11	<i>Parenting Today</i>	(40 hours)
DF6J 11	<i>Child Protection: An Introduction</i>	(40 hours)

## **C06H Care Issues for Society: Older People (Intermediate 2)**

D10V 11	<i>Family Structures and Roles in a Changing Society</i>	(40 hours)
D11H 11	<i>Mental Health Issues: An Introduction</i>	(40 hours)
D665 11	<i>Understanding the Needs of the Older Person</i>	(40 hours)

Centres will have the option of continuing with the current version for this current year only, ie during 2004/05. There are no changes to the Units for the Older People route.

The revised *Child Protection: An Introduction* Unit, and Project Specifications for the Courses have been posted on SQA's website ([www.sqa.org.uk](http://www.sqa.org.uk)). New NABs for the revised Unit are on the secure site — speak to your SQA Coordinator about accessing these documents.

### **Assessment Panel**

The remit and make-up of the Care Assessment Panel has been reviewed with the result that there are now more representatives on this Panel. The Assessment Panel continues to meet twice a year to look at issues arising in the assessment of Care Units and Courses. Colleagues are free to feed issues arising in their subject to the Panel either directly through panel members or via SQA officers.

I hope that you find the above information useful. If you would like to discuss any matter in more detail, please do not hesitate to telephone me on 0141-242 2343, or e-mail me at [tom.stannage@sqa.org.uk](mailto:tom.stannage@sqa.org.uk)

Yours faithfully



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