

Our ref: TS/Care

August 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 |

Contact: Tom Stannage at Glasgow  
Direct Line: 0141-242 2343  
E-mail: tom.stannage@sqa.org.uk

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 2005**

Overall the results for all Care Courses were on a par with last year's and, while there were some that were disappointing, there were also some that were excellent. Interestingly both extremes came from project-based Courses. There was notable improvement in the results of candidates who undertook the revised versions of *Care Issues for Society: Older People* (Intermediate 2) and *Mental Health Care* (Higher).

The Principal Assessor Reports for Diet 2005 can now be found on the SQA website ([www.sqa.org.uk](http://www.sqa.org.uk)). These include:

- ◆ PA report Care Intermediate 1
- ◆ PA report Care Intermediate 2
- ◆ PA report Care Higher
- ◆ PA report Care Issues for Society Intermediate 2
- ◆ PA report Care Practice Higher
- ◆ PA report Health and Safety in Care Settings Intermediate 2
- ◆ PA report Mental Health Care Higher

## **Appeals**

The procedures for Stage 1 and Stage 2 appeals were completed with in September and October 2005. 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, April 2004)

Both documents can be downloaded from SQA's website.

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 2004 update letter, however, similar problems were replicated in 2005. 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 and staff are encouraged to read the various Principal Assessor Reports for Care.

## **Marking Instructions**

The finalised marking instructions for Diet 2005 Course assessments are posted on the Care web page. It is hoped that these will be of benefit to staff when preparing a prelim paper or when submitting evidence in the event of making appeals.

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

The development of the new NC Group Award in Early Education and Childcare is now complete and indications are that a large number of centres will enter candidates for this new award in session 2005 – 2006. Unit and Course codes and specifications are all posted on the Early Education and Childcare page of SQA's website and NABs for all Units are on the SQA secure site. SQA coordinators in centres have the passwords which allow access to the secure site.

Further details are included in a separate Update Letter for Early Education and Childcare as are details of the new Skills for Work Courses in Early Education and Childcare.

## Care – Intermediate 1, Intermediate 2 and Higher

Over the past few years a number of issues have been raised by lecturers. These are:

- The heavy content of Human Development and Behaviour in a Care Context
- The differing demands of the Units across each level
- The gap between Intermediate 2 and Higher
- Lack of progression between the different levels.

A full review of these Courses will therefore be carried out later this session to address these issues. The revised Courses will be available from August 2007.

## Project-based National Courses

### *Mental Health Care (Higher)*

Centres are reminded that only the revised version of this Course is available in session 2005 – 2006. Entries for the “old” Course will not be accepted. As noted before these revisions have taken place as a result of requests from staff

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 12 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. A Project Specification for the Course is available on SQA’s website and the Course Arrangements Document will be posted on soon. New NABs for the *Understanding Mental Health and Mental Illness* Unit are on the SQA Secure Site.

### *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, which includes a detailed marker checklist, has been available on the secure website since November 2004.

### Care Practice Appeals

In discussion with the Principal Assessor for Care Practice, I would like to draw your attention to a number of issues which were noted from the evidence submitted for candidates at the appeals meeting. Some of these are also dealt with in the Principal Assessor’s Report.

- A number of centres over-estimate candidate performance. Staff are asked to check candidate work against the Project Specification and the Marking Checklist before submitting estimates.
- Outcomes 3, 4 and 5 of the *Working as a Team in a Care Setting* Unit stipulate that the folio of evidence **must** be submitted with the project.
- The Project activity must be centred around the client/service user - it should be designed to meet the client's need not the candidate's.
- The placement must be appropriate to the Practical Skills for Carers Unit in order to meet the project specification.
- Please ensure that activities and checklists are signed by the appropriate staff member.

### *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 11 - 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 11 - 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) |

Entries for the original Care Issues for Society Course will not be accepted for session 2005 - 2006.

The Unit *Family Structures and Roles in a Changing Society* (D10V 11) is currently undergoing revision and will be available from next session.

#### **Ex6 Forms**

Staff are asked to note that the EX6 forms are for use by SQA markers only and that centre estimates should **not** be entered on these forms. Marker checklists for each PBNC are available from the SQA web site and these should accompany the candidate evidence with the internal assessor's estimated marks.

#### **Scottish Group Awards**

Earlier this year SQA carried out a full consultation on our portfolio of awards. The consultation seminars were well attended by SQA stakeholders and a major outcome of this process is that Scottish Group Awards (SGAs) will be replaced by new National Certificate

Group Awards. While numbers are not large, the SGAs in Care have consistently been among those with the highest uptake and so will be included in the Phase One revisions. It is hoped that this task will begin later this year.

### **Free-standing Units**

There is a plethora of free-standing Units in the Care Portfolio – many of them “old” and unused. There also a number of duplicates where centres have continued to use old versions rather than the new versions intended to replace them. As part of the revision of the SGAs we intend to look at the content of these Units and consider carefully which should be retained and which should be phased out. A consultation covering issues relating to both the revision of SGAs and the duplicity of Units will take place when timescales for the revision is decided.

### **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.

### **Being an SQA Marker**

Every year the number of entries for each Course in Care are increasing and marking teams are hard pressed to complete marking on time. If you are interested in becoming a marker for any of the Care Courses, an application form can be downloaded from SQA’s website ([www.sqa.org.uk](http://www.sqa.org.uk)). Alternatively, please contact us on 0131-561 6825 and we will send a form to you. To become a Marker, we normally ask that you have taught the Course for at least three years, preferably within the past three years – obviously this cannot be the case for the new PBN Play in Early Education and Childcare but experience in this area will be considered. We welcome applications throughout the year and, where a suitable vacancy exists, we may be able to offer an appointment for this year. I would like to point out that all Care Courses are Centrally Marked – this entails the marker marking scripts over one extended period in the same venue. We have had a number of examples recently where the results in centres have improved dramatically after a member of staff joined the marking team

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



Tom Stannage  
Qualifications Manager  
NQ Social Subjects