

December 2006

To: SQA Co-ordinator  
Local Education Authorities  
Directors of Education  
Customer Accounts Managers  
All centres

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

Contact Name: Graeme Findlay at Glasgow  
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E-mail: [graeme.findlay@sqa.org.uk](mailto:graeme.findlay@sqa.org.uk)

Dear Colleague,

### **National Qualifications update — Home Economics & Hospitality**

The contents of this letter should be passed to members of staff responsible for the subjects of Home Economics and Hospitality.

#### **General update**

##### **1. Diet 2006**

#### **Principal Assessor reports**

The Principal Assessor reports are now on SQA's website ([www.sqa.org.uk](http://www.sqa.org.uk)). These can be found at: [www.sqa.org.uk](http://www.sqa.org.uk) > NQ > Home Economics or Hospitality (from drop-down menu) > Principal Assessor Reports. These reports contain information relevant to the 2006 diet — the grades/cut-off scores can be used when estimating for the 2007 examinations.

#### **Senior Moderator reports**

Moderation plays an important part in our yearly procedures and is in place to ensure that teachers/lecturers are maintaining standards. This year's reports can now be viewed on SQA's website at [www.sqa.org.uk](http://www.sqa.org.uk) > NQ > Home Economics or Hospitality (from drop-down menu) > Senior Moderator Reports. Please note that the moderation process will now be known as **verification** and this term will be used in all future correspondence.

#### **Appointees**

Our thanks go to the many practising teachers who kindly assist us with the work that we do. They are an important part in all developments that take place and we are grateful for their valued input and in helping us deliver a successful diet.

#### **Marking instructions**

All marking instructions are now on our website and can be accessed at [www.sqa.org.uk](http://www.sqa.org.uk) > NQ > Home Economics or Hospitality > Marking Instructions.

## 2. Verification (moderation)

The verification process will start in February 2007. Please remember that you will only be notified if you have been selected for verification. The relevant dates are:

### *Visiting verification*

SG Home Economics	29.01.07 to 9.03.07
Int 1 Home Economics	5.03.07 to 30.03.07
Int 2 Hospitality: General Operations	26.03.07 to 18.05.07
Int 1 & 2 Hospitality: Practical Cookery	26.03.07 to 18.05.07
Int 2 & H Hospitality: Professional Cookery	26.03.07 to 18.05.07

### *Central verification*

NQ Home Economics	18.04.06
NQ Hospitality	24.04.06

## 3. Appeals

The updated *Estimates, Absentees and Assessment Appeals: Guidance on evidence requirements* document is now available on our website and a hard-copy has been issued to all centres. In particular, the document clarifies the subject-specific requirement as well as guidance on the general principles for generating Estimates and submitting Appeals.

When generating Estimates and compiling evidence for Absentee consideration and Appeals, you should also refer to:

- ◆ Course Arrangements documents, which include Course Grade descriptions
- ◆ Course Assessment specifications
- ◆ SQA question papers, including specimen question papers
- ◆ SQA marking instructions
- ◆ Principal Assessor reports, which include information on Grade boundaries
- ◆ exemplification materials
- ◆ any other relevant information (eg Course reports, subject update letters)

These materials, and more, are also available on the subject pages of our website ([www.sqa.org.uk](http://www.sqa.org.uk)).

**4. British Nutrition Foundation (BNF) guidance**

The latest guidance from the BNF is that 'dietary fibre' is now their preferred terminology when referring to fibre in the diet. As such, NSP, dietary fibre or fibre will be acceptable answers for candidates to use in future assessments.

**5. External Coursework material**

All external coursework material for Hospitality Practical Cookery Intermediate 1 and 2, Professional Cookery Intermediate 2 and Higher and General Operations Intermediate 2 will be available from 31 January 2007 to download from: [www.sqa.org.uk](http://www.sqa.org.uk) > NQ > Hospitality.

**6. Assessment panel**

The next time the panel meet is in May 2007. If you have any questions for the panel, please get in touch with us by the end of April 2007.

**7. Mike Hewett**

Mike, who for the past two years has been carrying out the role of Qualifications Officer with responsibility for Home Economics, has recently gained promotion within SQA. Our thanks go to Mike for the magnificent job he has carried out, and we would like to wish him all the best for the future in his new role as Project Co-ordinator in the International Unit.

Further information is contained in the following Appendices:

**Appendix 1 — Home Economics**

**Appendix 2 — Hospitality**

Should you require any further information regarding the content of this letter, or any other matter relating to Home Economics or Hospitality subjects, please contact us using the details below:

Graeme Findlay — Qualifications Manager  
0845 213 5492 or [graeme.findlay@sqa.org.uk](mailto:graeme.findlay@sqa.org.uk)

Roz Walker — Qualifications Officer, Hospitality  
0845 213 5489 or [rosslynn.walker@sqa.org.uk](mailto:rosslynn.walker@sqa.org.uk)

We would like to take this opportunity to wish you all the best for the festive season.

Yours faithfully,



Graeme Findlay  
Qualifications Manager  
NQ Home Economics & Hospitality

## **Appendix 1 — Home Economics**

### **Standard Grade**

We have recently made improvements to the exemplification material which was added to our website in August:

- (i) ticks have been added to responses in order to more clearly indicate which parts of the answer have been awarded the mark(s)
- (ii) some amendments have been carried out to correct minor inaccuracies in the marking instructions

Specimen question papers and marking instructions for all three levels are now available on our website to illustrate the papers in full. Please take in to account that these specimen question papers were adapted to fit the new marking scheme.

### **Access 3**

We are currently developing an Access 3 Course in Health and Food Technology, to replace the current Course, to be finished in time for delivery in session 2008/09. We will keep you updated as to our progress in future correspondence.

### **Intermediate 1**

Revised exemplification material, which has been produced to illustrate the changes to the Intermediate 1 pro formas which were implemented last year (2005/06), can be found on the NQ Home Economics page of our website ([www.sqa.org.uk](http://www.sqa.org.uk)).

### **Higher**

We would like to bring your attention to some extremely useful exemplification material which is now available on our Understanding Standards website ([www.understandingstandards.org.uk](http://www.understandingstandards.org.uk)).

This material provides you with marking guidelines and principles for the question paper and the Technological Project across all three contexts, and allows you to mark examples of completed scripts. Guidance is then provided on the accuracy of your marking, clearly indicating where marks are and are not awarded. A password and user name, which can be obtained from your SQA Co-ordinator, are required to access this site.

### **British Nutrition Foundation Awards**

Congratulations go to the following pupils and teachers who were presented with their awards at the British Nutrition Foundation's Annual Day held in London on 24 November 2006:

Standard Grade	Donalda MacSween/Mrs MacIver, Sir Edward Scott School, Tarbert, Isle of Harris
Advanced Higher	Laura A Durie/Mrs Anderson, Beeslack Community High School, Penicuik

## **Appendix 2 — Hospitality**

### **Hospitality Course report**

A new NQ Course report, which is a combination of both the Principal Assessor and Senior Moderator report, is currently being piloted in a small group of subjects of which Hospitality is one. The purpose of the Course report is to give centres: all information on internal and external assessment for the subject in the one place; an easier way of making a comparison across levels and years; and support in achieving consistency in national standards across levels for both internal and external assessment. The reports will be useful for subject specialists, subject managers and centre managers.

Feedback from centres on the usefulness of the Course report and any improvements that could be made would be very much appreciated. The Course report is available on the NQ Hospitality page of our website ([www.sqa.org.uk](http://www.sqa.org.uk)).

### **Understanding Standards website**

Exemplification for Practical Cookery Intermediate 2 is now available on this website ([www.understandingstandards.org.uk](http://www.understandingstandards.org.uk)).

### **Skills for Work**

Thirteen Skills for Work Courses will be available to **all** centres in 2007/08, following the successful implementation of pilot Courses in 2005/06.

Centres were informed in the June NQ update letter of SQA's plans for Skills for Work Courses. SQA will be issuing information to all centres about these Courses this December. This information will include transition guidance for those centres who have participated in the pilot.

The Skills for Work Course 'Hospitality Skills for Work — Intermediate 1' is currently being developed. Centres will be fully informed about the Course in the December information packs.