

Our ref: GF/HE&HOSP

June 2006

To: SQA Co-ordinator
Schools and FE Colleges

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

Contact Name: Graeme Findlay at Glasgow
Direct Line: 0845 213 5492
E-mail: 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 issues

1. Assessment Panel

Our thanks go to Joyce Lancashire, who has resigned from the panel due to her impending retirement. Joyce, who has served the panel very well over the years, has been a great advocate of our Home Economics and Hospitality Courses and we would like to wish her well in her premature but deserving retirement.

The next time the panel meet is in November 2006. If you have any questions for the panel, please get in touch with us by the end of October.

2. British Nutrition Foundation (BNF)

The BNF are holding mini conferences again this year and the dates are:

Inverness	Friday 8 September 2006
Aberdeen	Saturday 9 September 2006
Glasgow	Friday 15 September 2006
Edinburgh	Saturday 16 September 2006

Following the disappointment of not being able to attend last year's conference due to procedural commitments, we are very pleased to be able to attend this year's event. We look forward to the opportunity of providing an update on the work we are currently carrying out and receiving feedback from delegates.

3. Derived Grades

We would like to remind centres that from this year Derived Grades have been brought into line with appeals. This means that where criteria for a Derived Grade are met, a candidate can only be awarded the lower band of a grade (for example, where the grade is an A, the candidate will be awarded band 2; where the grade is a B, the candidate will be awarded band 4, etc.). Further details of this and also of recommendations for action by SQA following the organisation's 2004 evaluation of the Derived Grade procedure can be found on our website at: www.sqa.org.uk > Research and Information > Research Bulletin 11.

4. Markers

Marking is an extremely important, and highly valued, part of the education system in Scotland and we would like to express our gratitude and extend our thanks to all those who have undertaken duties this year. We always welcome applications from those that have not marked before. Many people undertake the role to further their own understanding of the examination process, and as part of their Continuous Professional Development. If you are interested in becoming a marker for next year's diet of Home Economics or Hospitality National Qualifications, and have three years' experience of teaching either of the subject areas, please apply by downloading the *NQ Markers Recruitment form* from SQA's website (www.sqa.org.uk).

5. Removal of Courses from the catalogue

SQA's management of low uptake National Courses is guided by a set of key principles that strives to maintain a balanced portfolio of qualifications. Where uptake is not sufficient to sustain a meaningful national standard, the Scottish Executive has endorsed our policy for dealing with low uptake Courses. We provided details of this in a letter to centres (please refer to 'Update on National Qualifications Developments'), which is available on our website at www.sqa.org.uk > NQ Home Economics/Hospitality > NQ News (under 'In This Section' on the left-hand side of the page) > National Qualifications Update 10/10/05.

As a result of this investigation, the following Home Economics / Hospitality Courses will be removed from the SQA catalogue as of August 2006:

(i) Advanced Higher — Home Economics

Fashion and Textile Technology
Lifestyle and Consumer Technology

(ii) Higher — Hospitality

Events Supervision
Facilities Supervision
Reception and Accommodation Services

If you have candidates taking any of these Courses who are scheduled to complete the Course after August 2006, please let us know and we will consider the appropriate course of action.

6. Calendar of Key Dates

A calendar of key dates has been produced and will be uploaded onto both the Home Economics and Hospitality in mid-July. This calendar provides useful details of submission and distribution dates specific to Home Economics and Hospitality. Please note that all dates within this document are based on the year 2005/6. They are subject to change on a yearly basis and only provide an approximate guideline. For exact dates please consult the Operational Guide on SQA's website: www.sqa.org.uk > Home Economics / Hospitality > Operational Guide (under Top Downloads).

7. Tributes

It is with sadness that we announce the loss of two well respected colleagues over the past six months.

Carol Dunigan, who was involved in the development of the Higher Still courses.

Madeleine Walker, Moderator, who died tragically in a road traffic accident.

8. We have moved

In April of this year the SQA moved premises to a new building, which we share with Learning Teaching Scotland. Our new address is as follows:

The Optima Building
58 Robertson Street
Glasgow
G2 8DQ

Please note that our telephone numbers have also been changed, details of which are given overleaf.

Further subject-specific 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 the staff listed below:

Graeme Findlay — Qualifications Manager
0845 213 5492 or **graeme.findlay@sqa.org.uk**

Mike Hewett — Qualifications Officer, Home Economics
0845 213 5490 or **michael.hewett@sqa.org.uk**

Roz Walker — Qualifications Officer, Hospitality
0845 213 5489 or **rosslynn.walker@sqa.org.uk**

We would like to take this opportunity to wish you all an enjoyable and very well deserved summer holiday.

Yours faithfully,



Graeme Findlay
Qualifications Manager
NQ Home Economics & Hospitality

Appendix 1 – Home Economics

Standard Grade Questionnaire on the CO7

Background

- Questionnaires were sent electronically to all centres
- 131 responses were received in total
- One centre/department may have submitted more than one response

Results

- 63% of responses (83) favoured the removal of the CO7
- 31% of responses (40) favoured the modification of the CO7
- 6% of responses (8) favoured the CO7 being kept in its current format



We would like to take this opportunity to extend our thanks to all those that took the time to complete the questionnaire. The exercise provided valuable feedback, which will be considered in detail should any developments take place to the Standard Grade Course. We would like to make it clear here that given the pending ministerial announcement it would be premature to take any action based on the results of the questionnaire at the current time. It is also worth emphasising that no decision will be taken on this matter that may disadvantage or be of detriment to candidates.

Intermediate 1

- **2007 Pro formas and Guidance Documents**

The 2007 Intermediate 1 pro forma covers are now available for download on the SQA website: www.sqa.org.uk > NQ Home Economics > Practical Assignment and Technological Project Pro formas. The 2007 Teacher/Lecturer and Candidate guidance documents have also been uploaded and are now available for use. Following consultation with Intermediate 1 Examination Team members, some important additional guidance has been added to Step 7 of these documents (please see page 11 of Candidate guidance and page 7 of Teacher/Lecturer guidance). Where candidates have made more than 4 items, they are now more clearly advised to choose **no more than 4** to be evaluated. Please consult the 2007 versions of the two documents for further details.

We have recently uploaded a Course Material Checklist on to our website which provides direct live links to course materials, explaining their purpose and stating which versions are the most up-to-date. We hope that this makes locating documents less time-consuming for

those that need to access them. Please bear in mind that this is a trial document and as such we would very much appreciate your feedback on its usefulness. Should the document be well received, we will endeavour to produce something similar for other subjects at all other levels. The checklist can be found on our website by following the links: www.sqa.org.uk > NQ Home Economics > Course Material Checklists

Intermediate 2

- **2007 Pro formas and Guidance Documents**

The 2007 pro forma covers are now available for download on the SQA website: www.sqa.org.uk > Practical Assignment and Technological Projects Pro formas. Please note that there have been no changes made to the format of the blank pro forma. The 2007 Teacher/Lecturer and Candidate guidance documents have also been uploaded and are now available for use. Again, no changes to the guidance have been carried out.

- **Professional Development Workshop**

A professional development workshop will take place in Jan 2007 involving *both Intermediate 2 and Higher levels*. The Principal Assessors are currently developing the workshop content and information will be sent to your SQA Coordinator in due course.

Higher

- **2007 Pro formas and Guidance Documents**

The 2007 pro forma covers are now available for download on the SQA website: www.sqa.org.uk > Practical Assignment and Technological Projects Pro formas. Please note that there have been no changes made to the format of the blank pro forma. The 2007 Teacher/Lecturer and Candidate guidance documents have also been uploaded and are now available for use. Again, no changes to the guidance have been carried out.

- **Exemplification**

New exemplification material will be developed and placed on the website for all 3 contexts in the autumn.

Advanced Higher

- **Changes to AH Content grids**

Areas of Content in the Content and Elaboration grids have been revised and more fully explained. More detail has been added to provide a clearer indication of the knowledge and understanding that candidates are expected to demonstrate when proposing solutions to the problems outlined in the grids. This detail has also been added to ensure that the content grids accurately reflect all areas that have arisen in past examination papers and marking instructions.

Changes particularly worth noting are:

- the inclusion of 'use of computer technology' to clarify product design and quality in the Elaboration section under the 'Food Chain' heading

- the creation of an independent 'Nutrients' section with one addition to clarify content. This reads: 'Main nutrients – proteins, fats and carbohydrates – functions and effect on health and development'

The revised grids can be found on the SQA website (www.sqa.org.uk) by following the link: Arrangements documents > Advanced Higher Health and Food Technology Revised Content and Elaboration 2006/7. These changes will be implemented as from August 2006 and so will not affect papers sat before the 2007/8 session.

Centres should be advised at this point that a greater degree of emphasis should be placed on candidates' independent learning which encourages additional research and reading. To develop a deeper knowledge and understanding of the Course Content, candidates *must access current information from credible sources.*

Appendix 2 – Hospitality

Creative Cake Production

The Course continues to grow - 320 candidates entered in session 2005/06. The developments that were made to the pro forma have been met with delight by the candidates/teachers/lecturers and visiting assessors.

We would like to remind centres that they must ensure that the candidates' cakes are presented to the Visiting Assessor when they visit. Can we also remind centres that the sample for PBNC Courses Visiting Assessment must consist of 12 candidates.

General Operations

Exemplification material has now been posted onto the website.

Practical Cookery

A change was made to the exam this year in that candidates are not allowed to practise the menu in its entirety prior to their exam date. They can practise each dish individually once prior to the exam.

An example of a marking grid was produced for this year's exam. Whilst its use is not compulsory, the feedback is that it is a useful aid and has been well received.

Scoping exercise

As part of the Scottish Executive's portfolio review, a scoping exercise was carried out within the FE sector to determine if there was a need for a National Certificate programme. The overwhelming message was that there is as many Colleges are presently offering their own group awards in this area. Work will begin in this area shortly.

Skills for Work in Hospitality

As a part of the Scottish Executive's 'A Curriculum for Excellence' initiative, new Courses are being developed under the title of 'Skills for Work'. These Courses have no end examination and are very much 'hands-on'. The feedback from candidates in the subject areas that are already up and running is very positive.

We have now been informed that the next subject to be involved is Hospitality and work is now under way to begin the development stage. A Design Team will be formed and this will be made up of representatives from Schools, Colleges, Industry and the Sector Skills Council. The work will be carried out over the next two years, with the Course due to start in 2008.