

29 April 2008

To: SQA Co-ordinators
Secondary schools and further education colleges

Cc: HMIE
LEA contacts
SQA Customer Support Managers

Action by Recipient	
	Response required
✓	Note and pass on
	Note — update/information only

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Dear Colleague

National Qualifications — Physical Education update

The contents of this letter should be passed to the teachers/lecturers responsible for Physical Education.

The newsletter updates staff on issues from last session 2006/07 and highlights important information for the current session 2007/08 for National Qualifications in Physical Education.

I hope the contents of this letter are helpful to you. Please do not hesitate to contact either Lee Ross (tel: 0845 213 5481, e-mail: lee.ross@sqa.org.uk) or myself at the above address.

Yours faithfully

Jennifer di Folco

Jennifer di Folco
Qualifications Manager
National Qualifications — Physical Education

National Qualifications — Physical Education

1. Project-based National Courses (PBNC)

Courses leading to National Qualifications in Sport and Leisure are offered at Intermediate 2 and Higher levels. Full details of the Course content and assessment arrangements are contained in the relevant Arrangements documents. Information on the Core Skills delivered by the Courses and Units in Sport and Leisure is provided in the publication *Automatic Certification of Core Skills*, which is available on SQA's website (www.sqa.org.uk).

At Intermediate 2 level, the Courses available are:

- ♦ *Leading Sports Activities*
- ♦ *Fitness and Exercise*

At Higher level, the Courses available are:

- ♦ *Fitness and Exercise*
- ♦ *Sports Coaching Studies*

Note: *Sports Organisation Higher* will be withdrawn from the catalogue at the end of this diet, 2008. However, the individual Units from this Course will still be available in the catalogue.

2. Advanced Higher event

Due to the success of the Higher Professional Development Workshop (PDW), SQA are now looking to arrange a similar event for Advanced Higher level. This is expected to be held in early autumn 2008.

Whilst this Understanding Standards event is still in the early stages, it is hoped that it will cover the Project Report, the Perspectives on Performance Development Unit and the Analysis and Development of Performance Unit.

Teachers/lecturers who are currently, or are considering, presenting Advanced Higher level would find this very interesting and informative and would be most welcome to attend.

Once more details have been finalised, SQA will contact your SQA Co-ordinator with this information.

3. Standard Grade examination 2008

The following are the actual running times for this year's Standard Grade examination:

	<u>Start time</u>	<u>End time</u>	<u>Running time</u>
Foundation	9.00am	10.04am	1hr 4mins
General	10.25am	11.31am	1hr 6mins
Credit	11.51am	1.00pm	1hr 9mins

These times ensure all candidates receive the minimum 20 minute interval as required.

Centres should also refer to *Instructions to Person Nominated to Operate DVD Equipment* for further information. This document will be issued to SQA Co-ordinators mid-April.

Please note that a digital clock has been added to the Knowledge and Understanding (KU) section for each level of the 2008 DVD. This should be allowed to run its full time to indicate to the candidates the time allocated for the KU section.

We advise teachers to check DVD equipment and to make use of the 20 minutes available for checking the DVDs prior to the examination. Evidence has shown that the DVDs play best on DVD equipment and that difficulties can arise when centres attempt to play them on computers. It is worth noting that the quality of the picture can also be reduced when the DVD is played through a data projector.

4. Appeals 2008

When generating appeals evidence for your candidates at all levels (including Standard Grade, unless otherwise stated) you are reminded that:

- ◆ to compile appeals evidence you must have evidence for the question paper. This evidence must show the same breadth of coverage of the content of the Course as an SQA question paper. A prelim-type event is going to be an indicator of likely candidate performance in the external examination when pressure of time and retention of learning are significant factors. The evidence for the question paper should again replicate the standard, conditions, duration, format, overall demand and security of SQA question papers.

Note: at Standard Grade level centres are able to use the SQA Evaluating DVD and its associated questions in its entirety as a prelim but for KU the prelim, if using SQA past papers, must be made up from at least three past papers, 1998 – present.

- ◆ sets of questions should not be lifted en-bloc from SQA's past papers (eg question 1 and 2 from any one SQA Higher question paper is not acceptable).
- ◆ where the sources are past papers, the years **must** be stated.

- ◆ the prelim is not equivalent in demand to the Course assessment when two assessments are used as a prelim and are separated by a period of time. This split-prelim is considered to be less demanding than a full prelim event and this should be taken into consideration when compiling the estimate and submitting this type of evidence for appeals.

Note: at Standard Grade level when only one component of the paper is being appealed for, centres are advised to submit a complete prelim paper in its entirety (ie EV and KU). This will give a clear indication that the prelim paper, as sat by the candidate, was as demanding as the final SQA examination.

- ◆ NABs will not lend weight to Intermediate 1, Intermediate 2 or Higher appeals because they do not replicate the conditions of SQA's question paper and centres should not submit NABs as evidence. The exception to this is at Advanced Higher level where evidence of attainment for both NABs is required.
- ◆ marking instructions for the assessment instruments are essential because they give an indication of the standards you applied. The *detailed marking instructions* at Intermediate 1, Intermediate 2 and Higher level are acceptable but you are asked to note that the examining team has produced *extended marking instructions* which you are advised to use as a format when compiling your own marking instructions. You can access the *extended marking instructions* on the Physical Education webpage, under Marking Instructions.

Note: at Standard Grade level you can access detailed marking instructions for Knowledge and Understanding on the Physical Education webpage. The Evaluating marking instructions can be accessed and downloaded by your SQA Co-ordinator.

- ◆ evidence not supported by the cut-off scores is invalid. The cut-off scores are also essential information to enable Examiners to gauge the standards being applied by centres. Centres can access the cut-off scores in the Principle Assessor reports on the NQ Physical Education webpage.

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
- ◆ 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 are available on the NQ subject pages of our website (www.sqa.org.uk).

5. F.A.Q. Standard Grade Physical Education appeals

Q1) What instrument of assessment is admissible for an appeal at Standard Grade?

A: Centres must provide evidence which replicates the Course assessment (ie question paper) and the national marking standards imposed. This is most likely to be a prelim-type event. This evidence should replicate the standard conditions, duration, format, demand and security of SQA question papers.

Q2) How can I construct a prelim that would be acceptable as evidence for appeals?

A: For the Evaluation Section (EV) of the paper, a past SQA paper and its associated video/DVD questions can be used in its entirety.

If you are using SQA past papers to make up the Knowledge and Understanding (KU) prelim, you must use a judicious selection from at least three past papers, 1998 onwards.

The questions must replicate the standard format, duration, demand and security of SQA question papers. The paper should reflect a 2-2-1 content of the three areas of Standard Grade, ie Activities, The Body, Skills and Techniques and should address different concepts.

To ensure that the EV component of a prelim is marked to the same standard as an SQA paper, you should refer to the document *Application of Marking Criteria in Evaluating* (2006 onwards) as available under Standard Grade Support Material on the NQ Physical Education webpage.

Note: KU questions at Credit level should be constructed/selected with consideration given to 'Credit level only concepts' as given in the *Standard Grade Support Material* on the NQ Physical Education webpage. A prelim which contains no Credit only content would be deemed as not as demanding as an SQA paper.

Q3) What do I send when appealing for a candidate upgrade?

A: A single prelim (or similar) is sufficient evidence for an appeal. When only one component of the paper is being appealed for (eg KU) you must still send a complete prelim in its entirety (eg EV and KU).

Note: failure to submit a complete question paper (ie EV and KU) will result in an unsuccessful appeal for the component since the incomplete evidence will be treated as less demanding than an SQA paper.

Q4) What do I send if my candidates have a prelim on part of the Course in December and another prelim on the rest of the Course in March?

A: This type of evidence is acceptable but it will be treated as a 'split prelim'. This means that overall it may be less demanding than the SQA examination paper and may not be granted the full upgrade at appeals.

Q5) What else must I submit?

A: You must submit marking instructions. The KU marking instructions can be compiled by cutting and pasting the relevant answers to questions from existing marking instructions available on the NQ Physical Education webpage.

The EV marking instructions (2004 onwards) can be accessed by the SQA Co-ordinator.

Sources of all questions are mandatory and failure to submit the sources may result in an unsuccessful appeal. If using questions from a past SQA paper you must identify the question number and year.

Centres must also provide details of the cut off scores applied. The cut off scores for EV can be found in the Principal Assessor report on the NQ Physical Education webpage.

Because the KU prelim may be sourced from at least three past papers, centres are advised to use the average KU cut-off scores for each level over a number of years as a guide, as contained in the Principal Assessor report on the NQ Physical Education webpage.