

13 March 2007

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
	None — 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 is intended to offer assistance and guidance to teachers as they approach the Standard Grade Physical Education examination 2007.

I hope the contents of this letter are helpful to you. If you have any questions, please do not hesitate to contact either Lee Ross (0845 213 5481, 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. Examination DVD

The following is information and clarification about the DVDs used in the Standard Grade Evaluating element of the examination at Foundation, General and Credit levels.

For the 2007 examination, centres will be issued with DVDs only. The 2006 examination was the last year of issuing videos.

Teachers are reminded that the DVD for each level will run for one hour **approximately** and candidates will have a minimum of 20 minutes break between levels. Centres are advised to ensure that the Foundation examination starts on time.

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.

2. Estimates

Estimates are based on candidate's demonstrated attainment against the assessment requirements of the Course. They play an important part in the process and influence a range of decisions that can impact on a candidate's grade for a Course.

When generating estimates for your candidates, you are reminded that:

- ◆ for Standard Grade, the estimate should reflect requirements for each element of the Course (eg Performance, Evaluating, and Knowledge and Understanding)
- ◆ where centres use these estimates to calculate an overall award for internal use, the weighting of the Course is 1:1:2 (the Performance grade is double weighted)
- ◆ the overall estimate is achieved by multiplying the Performance grade by 2 and adding to the Evaluating and Knowledge and Understanding grades and then dividing the total by 4 — for example:

Performance estimate	3
Evaluating estimate	2
Knowledge and Understanding estimate	2
Overall estimate	$\frac{3 \times 2 + 2 + 2}{4} = \frac{10}{4} = 2.5$

A realistic estimate for the candidate can be predicted as 2.

3. Appeals

The general advice given in the October 2006 publication of *Estimates, Absentees and Assessment Appeals* document (part 1) also applies to Standard Grade Courses.

The purpose of Appeals is to provide an opportunity for centres to seek upgrades in Course awards for exceptional cases where a candidate has failed to perform to the standard expected.

Appeals must be based on valid and reliable evidence to support the estimated level of attainment.

Centres are reminded that Appeals are made against an individual element of the Standard Grade Course.

No SQA past paper for the Knowledge and Understanding element will be accepted in its entirety as evidence for Appeals or Absentee consideration. The Evaluating DVD and its associated questions and marking instructions may be used in its entirety as further evidence for Appeals and Absentee consideration.

To ensure reliability of evidence, centres must provide information on sources of each question used in prelim papers. Examples of possible sources are SQA past papers or local authority papers. Where the source is a past paper, the year should be stated for the Evaluating DVD and paper and for each question used for Knowledge and Understanding.

4. Prelim (or similar)

If the prelim (or similar) is to be used as evidence for Absentee consideration or Appeals then the following applies:

- ◆ The SQA Evaluating DVD and its associated questions and marking instructions may be used in its entirety as a prelim.
- ◆ However, if centres are using SQA past papers to make up the Knowledge and Understanding prelim, they must use a judicious selection from at least three past papers. Questions should not be imported *en bloc* from any one past paper. These questions must replicate, as far as possible, the standard, the format, duration and security of SQA question papers.
- ◆ Where the source is a past paper, the year(s) should be stated.

Evidence submitted must include:

- ◆ copy of assessment instrument (eg prelim or similar) with details of sources
- ◆ copy of associated marking instructions
- ◆ candidate's evidence (prelim or similar) marked in line with marking instructions submitted

Without all of these, an Appeal may be unsuccessful.

When generating Estimates and compiling evidence for Absentee consideration and Appeals, other guidance and information would include:

- ◆ Course Arrangements documents, which include Course Grade descriptions
- ◆ support material
- ◆ 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)