



**National Qualifications 2013
Internal Assessment Report
Catering and Hospitality**

The purpose of this report is to provide feedback to centres on verification in National Qualifications in this subject.

National Courses

Titles/levels of National Courses verified:

Hospitality: Practical Cookery (Intermediate 1)

Hospitality: Practical Cookery (Intermediate 2)

General comments

All centres selected for visiting verification were successfully marking to the national standard and were Accepted.

All centres have a very clear and accurate understanding of the requirements of the national standards.

Almost all candidates had been extremely well prepared prior to the assignment and worked calmly and confidently throughout.

Centre staff appreciated the visits, welcomed the reassurance and the support given.

Course Arrangements, Unit specifications, instruments of assessment and exemplification materials

All assessors are very familiar with the Course Arrangement documents, Unit specifications, instruments of assessment and exemplification materials provided.

Evidence Requirements

Centre staff have a clear understanding of the Evidence Requirements for the Course and should continue to familiarise themselves with the centre instructions for the current year and adhere to them at all times.

The majority of candidates were extremely well prepared for the practical assignment and had used the preparation time effectively.

Administration of assessments

All centres were following the current assignment briefs, adhering to the marking guidelines and were using the mark record sheets as issued by SQA.

There was good evidence of cross-marking in some centres and it was encouraging to observe robust internal verification procedures being adopted.

Areas of good practice

Most Intermediate 2 candidates did not re-write the recipes in the timeplans, but used short, concise statements.

Preparation time was used efficiently and effectively.

Vegetable preparation was carried out well and most candidates remembered to re-weigh vegetables after cutting to specific sizes.

Almost all candidates made good use of refrigerators with perishable foods being covered and labelled prior to refrigeration.

Clean-as-you-go was carried out effectively for the majority of the assignment time.

Excellent food preparation techniques, effective control of cookery processes and good kitchen hygiene and personal hygiene practices were observed.

The majority of candidates managed to serve all dishes within the time allowed and completed most of the washing-up by the end of the assignment.

Specific areas for improvement

Intermediate 1 candidates should be encouraged to use short, concise statements and not re-write the recipes. The timeplan is a prompt to use alongside the recipes.

Candidates must be encouraged to taste and season food throughout the Course, so that they carry this out automatically during the assignment. This must be carried out hygienically. As in previous years, many candidates are still unable to gain many valuable marks for this part of the assignment.

Garnishing and decorating skills remain minimal in many centres — candidates must be encouraged to demonstrate flair and creativity in this part of the assignment.

Candidates must not talk to one another during the final practical assignment — and only to the teacher when necessary.

Dishes served outwith the five minute window of tolerance must not be awarded marks for tasting and presentation.

National Qualifications (NQ) Awards

Titles/levels of NQ Awards verified:

D9NL – Organisation of Practical Skills (Intermediate 1)
F792 – Food Hygiene for the Hospitality Industry (Access 3 and Intermediate 1)
D262 – Food Preparation for Healthy Eating (Intermediate 2)
D286 – Foods of the World (Intermediate 2)

General comments

Twenty-five out of the 27 centres selected for central verification were Accepted.

Almost all of the centres selected demonstrated a clear and accurate understanding of the requirements of the national standards.

A few centres failed to provide all of the evidence required to justify assessment decisions, which hindered the external verification exercise.

Course Arrangements, Unit specifications, instruments of assessment and exemplification materials

Almost all centres were using current NABs and relevant pro forma as issued by SQA.

Almost all assessors demonstrated a good understanding of, and were very familiar with, the Course Arrangements, Unit specifications, instruments of assessment and exemplification materials.

Evidence Requirements

Almost all centres demonstrated a clear understanding of the Evidence Requirements for the Units.

Administration of assessments

Almost all centre assessments are at the appropriate level and most centre staff had shown clear evidence of marking and how assessment decisions had been reached on all scripts.

A few candidates continue to complete NABs in pencil — candidates must write in ink.

There is an improvement in the number of centres that demonstrate internal verification of the teacher's work. It is paramount that all centres must adopt a robust internal verification procedure and show evidence of this when submitting scripts for external verification.

Areas of good practice

All centres had used the current NABs and pro forma as issued by SQA. Centre staff must continue to check SQA's website at the beginning of each academic year and download copies of the most up-to-date NABs and marking schemes.

Almost all centre staff had marked scripts in ink and shown clear evidence of how the assessment decisions had been reached.

It was encouraging to observe several centres had developed their own internal verification procedures, followed these and demonstrated clear evidence that this had been carried out effectively.

Specific areas for improvement

All candidates must be encouraged to complete NABs using ink.

Centres should ensure that they have a robust internal verification system in place and be able to evidence this on request.