

6 March 2013

To: Head of centres

Cc : SQA Co-ordinator
Secondary Schools and Colleges
Education Authorities
Education Scotland

Action by Recipient	
<input type="checkbox"/>	Response required
<input checked="" type="checkbox"/>	Note and pass on
<input type="checkbox"/>	None — update/information only

Contact: Angela Baird
E-mail: angela.baird@sqa.org.uk

Dear Colleague

This briefing note is intended to offer practical advice and support and should be distributed to those staff responsible for Courses, Awards and Units in the area of Personal and Social Development, Personal. It contains information about the following:

SG Social and Vocational Skills

Wellbeing Award

**Personal Development Award &
Course**

Support for Centres

1. **Social and Vocational Skills (SVS)**

The 2013 diet of examinations will be the last set of examinations for SVS. Centres looking for an alternative to SVS may wish to consider the Personal Development Award which has been designed to cover the types of activities that learners would be involved in for SVS. More information on the Personal Development Award can be found later in this letter.

SQA would like to encourage all centre staff responsible for SVS to read the External Assessment Reports and Internal Assessment reports for session 2011/12 and the corresponding examination diet. These reports contain useful advice and information pertaining to candidate performance, guidance for centres and specific issues relating to individual examination questions. The 2012 reports are available on the SQA website (<http://www.sqa.org.uk/sqa/3229.html>).

2. Personal Development Award and Course

The new Personal Development Award (SCQF 3 – 6) is now available. This Award replaces the current Personal Development Course (SCQF 3 – 6) which will be phased out after session 2014/2015. The Award and Unit specifications for the Personal Development Award can be found using the following link:

<http://www.sqa.org.uk/sqa/57039.html>

The Award and Unit Support Notes can be found on the secure website (<https://secure.sqa.org.uk/login.html>). Unit Assessment Support Packs, which contain templates to enable candidates to record their evidence as well exemplification, can also be found on the secure site. SQA Coordinators within centres have access to the secure site.

3. Wellbeing Award

The new Wellbeing Award (SCQF 3-5) is now available. The Award and Unit specifications can be found using the following link:

<http://www.sqa.org.uk/sqa/57043.html>

The Award and Unit Support Notes can be found on the secure website (<https://secure.sqa.org.uk/login.html>). Unit Assessment Support Packs, which contain possible approaches to assessment as well exemplification, can also be found on the secure site. SQA Coordinators within centres have access to the secure site.

4. Support for Centres

The 2012 Internal Assessment Report for Courses, Awards and Units within the area of Personal and Social Development can be found using the following link:

http://www.sqa.org.uk/sqa/files_ccc/IAR_2012_PSD.pdf

This report covers:

- ◆ Personal Development Course
- ◆ Leadership Award
- ◆ Employability Award
- ◆ Work Experience Unit (D36H 10)

An event has been organised to support centres delivering, or wishing to deliver, the Personal Development Award and Wellbeing Award. This is a free event and will take place on 20th February 2013. The event will provide delegates with an overview of the Awards assessment as well as opportunities for discussion and sharing ideas. Information on how to book a place at the event can be found using the following link:

<http://www.sqa.org.uk/sqa/64570.html>

I trust that this information is of use to you. Should you wish any further advice about the content of this letter please contact me as indicated above.

Yours faithfully

A handwritten signature in black ink that reads "Angela Baird". The signature is written in a cursive style with a large initial 'A' and 'B'.

Angela Baird
Qualifications Manager
People and Services