

Our ref: TS/PDAs

12 February 2008

To: SQA Co-ordinator (FE colleges)  
Directors of Education  
Customer Account Managers

**For the attention of all staff responsible for the delivery of or support for PDAs in Classroom Assistants and Support for Learning Assistants**

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

Contact: Tom Stannage at Glasgow  
Direct line: 0845 213 5502  
E-mail: [tom.stannage@sqa.org.uk](mailto:tom.stannage@sqa.org.uk)

Dear Colleague

**National Qualifications in Care**

**Professional Development Awards  
Classroom Assistant (G5GY 15)  
Support for Learning Assistants (G5EH 15)**

We are now in the position to begin revision of the above awards and are pleased to announce that a Reference/Consultation Group has been set up. This group will include representatives from colleges that offer these awards, as well as representatives from Local Authorities, the Scottish Social Services Council and from the relevant Unions. From this group a Qualifications Development Team (QDT) will be formed and will convene its first meeting in the next few weeks.

The purpose of this letter is to seek the initial views of the providers of these awards on their future structure and level. Following SQA's major Portfolio Review consultation in 2004/05 it was agreed with stakeholders to introduce new design criteria which would have an effect on Scottish Progression Awards (SPA) and Professional Development Awards (PDA). SPAs have been re-branded as National Progression Awards (NPA) and are available up to SCQF level 6. PDAs will now begin at SCQF level 6.

At the moment the above awards are set at SCQF level 5 but were, under the old system, badged as PDAs. Under the new conditions, if these are revised at the same level, they will be re-badged as NPAs. On the table at the moment is a

request from one local authority to develop the Classroom Assistant Award at SCQF level 6 while retaining the award at level 5.

Your views will be an important starting point for the deliberations of the QDT and will inform the group as to how to proceed with these revisions and as to whether a fuller scoping exercise may be required before any decisions are taken. I would be grateful if you would complete the attached slip and return it by 29 February 2008 to: Zoë Anderson, SQA, The Optima Building, 58 Robertson Street, Glasgow G2 8DQ. This letter will also be posted on the NQ Early Education and Childcare page of SQA's website ([www.sqa.org.uk](http://www.sqa.org.uk)), and responses to the short questionnaire can be returned by e-mail to [zoe.anderson@sqa.org.uk](mailto:zoe.anderson@sqa.org.uk).

Should you wish clarification on any of the points raised in this letter please do not hesitate to contact me either by phone or e-mail, using the contact details above.

Yours sincerely

A handwritten signature in black ink that reads "Tom Stannage". The signature is written in a cursive style with a long, sweeping underline.

Tom Stannage  
Qualifications Manager  
NQ Social Sciences and Care

**Professional Development Awards  
Classroom Assistant (G5GY 15)  
Support for Learning Assistants (G5EH 15)**

This short questionnaire will also be posted on the NQ Early Education and Childcare page of SQA's website ([www.sqa.org.uk](http://www.sqa.org.uk)), and responses can be returned by e-mail to [zoe.anderson@sqa.org.uk](mailto:zoe.anderson@sqa.org.uk)

The awards should be revised at level 5 only

The awards should be revised at level 6 only

The awards should be revised at level 5 and level 6

Do you think that the 'status' of the awards will be downgraded if renamed as National Progression Awards?

Yes	No

Further comments: