

Our ref:

June 2009

To: SQA Co-ordinator  
Schools and FE colleges

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

Contact: Graeme Findlay at Glasgow  
Direct line: 0845 213 5492  
E-mail: [graeme.findlay@sqa.org.uk](mailto:graeme.findlay@sqa.org.uk)

Dear colleague

### **National Qualifications update — Home Economics and Hospitality**

The contents of this update, which provides information and advice to centres in relation to National Qualifications in Home Economics and Hospitality Courses at all levels, should be passed to members of staff responsible for the subjects.

### **Lesley Clark**

Lesley has recently been promoted within SQA to the post of Qualifications Manager for Computing and Technical Education. We would like to thank Lesley for her time with us and wish her all the best for the future.

### **Romana Howells — Qualifications Officer, Home Economics**

We would like to take this opportunity to introduce and welcome our new Qualifications Officer for Home Economics, Romana Howells. Romana has been working at SQA for over four years and has recently joined our team. Romana's contact details can be found at the end of this update.

### **General issues**

#### *Appointees*

#### *Examination teams*

We would like to express our gratitude and extend our thanks to all those who have undertaken duties in session 2008/09. We appreciate the work that all the teams carry out and look forward to working with them during session 2009/10.

#### *Markers*

Marking is an extremely important, and highly valued, part of the education system in Scotland. Many people undertake the role to further their own understanding of the examination process, and as part of their Continuous Professional Development. If you are interested in becoming a Marker for next year's diet of examinations, and have at least three years experience of teaching in

Home Economics or Hospitality, please complete an appointee application form, which can be downloaded from the appointee management page of SQA's website ([www.sqa.org.uk/am](http://www.sqa.org.uk/am)), and return it to [am@sqa.org.uk](mailto:am@sqa.org.uk).

#### *Visiting Assessors and Verifiers*

We are grateful to the appointees who carry out these roles and would encourage others to become involved. Many people undertake these roles to further their own understanding of the Courses, and as part of their Continuous Professional Development. If you are interested in becoming an Assessor or a Verifier and have at least three years relevant experience, please complete an appointee application form, which can be downloaded from the appointee management page of SQA's website ([www.sqa.org.uk/am](http://www.sqa.org.uk/am)), and return to [am@sqa.org.uk](mailto:am@sqa.org.uk).

#### *Assessment Panel*

The next time the Panel will meet is on 29 October 2009. If you have any issues/questions you would like to bring to the attention of the Panel, please get in touch with us by the end of September 2009.

#### *British Nutrition Foundation Scottish conferences 2009*

We will be presenting an update at the British Nutrition Foundation (BNF) Scottish conferences again this year and welcome the opportunity to meet with colleagues from across the country.

The dates are as follows:

|                   |                              |
|-------------------|------------------------------|
| 4 September 2009  | Kingsmills Hotel, Inverness  |
| 5 September 2009  | Palm Court Hotel, Aberdeen   |
| 11 September 2009 | Our Dynamic Earth, Edinburgh |
| 12 September 2009 | Marriott Hotel, Glasgow      |

Information on how to book a place at these events can be found on BNF's website ([www.nutrition.org.uk](http://www.nutrition.org.uk)).

#### *CPD events*

We held very successful CPD events earlier in the year and would like to thank the following presenters for their excellent input:

|                               |   |
|-------------------------------|---|
| Higher Home Economics         | Audrey Gibson, Karen Brooks, Shirley McIlroy and Gail Reid  |
| Hospitality Skills Day        | Willie McCurrach, Aileen McMonagle, Niall Murray, Kenny Hett and John Meyer   |
| Hospitality Skills for Work   | Sheila Howorth, Willie McCurrach, Karen Bryce, Aileen McMonagle, Karen Watt, Jen Marshall, students from Glasgow Metropolitan College and pupils from Eastbank Academy and Springburn Academy |
| Standard Grade Home Economics | Evelyn Dunnet, Karen Miller, Janice Rodger-Allan and Janice McIver  |

One disappointing aspect of the events was that some colleagues who had reserved places failed to turn up on the day or notify us of their non-attendance.

This was very frustrating as there were waiting lists and in turn their actions prevented others from participating.

We will be holding CPD events for the following Courses:

|                                |  |
|--------------------------------|--|
| Creative Cake Production       | this will focus on the compilation of the project pro forma  |
| Home Economics Intermediate 1  | this will focus on the compilation of the project pro forma for the Practical Assignment briefs                                |
| Home Economics Intermediate 2  | this will focus on the assessment practices of both the question paper and the Technological Project                           |
| Home Economics Advanced Higher | this will focus on delivery methods and assessment practice  |
| Hospitality Skills for Work    | this will be an opportunity for new centres to find out more about the Courses and for existing centres to share best practice |
| Hospitality Skills training    | aimed at teachers who have limited practical experience, this will focus on developing cookery skills                          |

Information on how to book a place at these events will be sent out to centres in the new session.

Please note if you are successful in gaining a place at an event and, prior to the event or on the day, are unable to attend, we would be very grateful if you could let us know. If we have sufficient notification we may be able to reallocate the place and, more importantly in the current economic climate, we will be able to cancel the booking with the venue. We would appreciate your cooperation please.

### *Curriculum for Excellence*

There has been a recent announcement on the next generation of National Qualifications, which will be introduced from 2012/13 onwards. Revisions are being made to the current framework to reflect the values, purposes and principles of Curriculum for Excellence and the aspirations of Scotland in the 21<sup>st</sup> century.

New qualifications at SCQF levels 4 and 5 will replace Standard Grade General and Credit and Intermediate 1 and 2 qualifications. SQA will carry out further work to review National Qualifications at Access, Higher and Advanced Higher to ensure that they provide good progression from and to the new qualifications.

For information on the latest developments, please go to [www.sqa.org.uk/sqa/35934.html](http://www.sqa.org.uk/sqa/35934.html).

### *National Assessment Bank materials*

We are currently updating the Home Economics and Hospitality NABs in order to remove questions that carry a ½ mark allocation and hope to have these ready for publication by September 2009. If by that time your candidates have undertaken a NAB in relation to their Course please note that they will **not** have to sit the revised one. For session 2009/10 there will be dual running of the NABs. We will issue guidance to reflect this in due course.

*Star Awards 2008*

Fiona Weir, Senior Lecturer at Langside College and a member of the Home Economics and Hospitality Assessment Panel, was part of the team from Langside that received a Highly Commended award for Partnership of the Year at the 2008 SQA Star Awards. Congratulations go to Fiona and her colleagues on this achievement.

Further subject-specific Course information is contained in the following Appendices:

**Appendix 1 Home Economics Course information**

**Appendix 2 Hospitality Course information**

Should you require any further information regarding the content of this letter, or any other matter relating to Home Economics or Hospitality subjects, Romana or Roz can be contacted using the details listed below, or myself using the details at the top of this letter.

Romana Howells — Qualifications Officer, Home Economics  
(tel: 0845 213 5480, or e-mail: [romana.howells@sqa.org.uk](mailto:romana.howells@sqa.org.uk))

Rosslynn Walker — Qualifications Officer, Hospitality  
(tel: 0845 213 5489, or e-mail: [rosslynn.walker@sqa.org.uk](mailto:rosslynn.walker@sqa.org.uk))

We would like to take this opportunity to wish you all an enjoyable holiday and look forward to working with you in the session 2009/10.

Yours faithfully



Graeme Findlay  
Qualifications Manager  
Home Economics and Hospitality

## **Appendix 1**

### **Home Economics Course information Standard Grade Home Economics**

#### *Nutrition tables used in question papers*

We have altered the questions that involve the use of nutrition tables. The examination team, acting on feedback received by stakeholders, have removed one of the three nutrition tables that are currently used in Credit paper questions. This means that in future papers said questions will only have two tables, making them less complex and more accessible for candidates. We will produce an exemplar and publish this on the Home Economics page of SQA's website.

#### *Updated sources of information*

We have updated the legislation that is listed in Appendix 3 c and d – Sources of Information for Teachers, of the Standard Grade Course Arrangements. This is to reflect recent changes that have been made and will not be examined in the 2010 examination — it will come into consideration for inclusion in the 2011 examination. This information will be published in the new session.

### **Intermediate 1 Home Economics**

#### *Coursework flyleaf*

Please ensure that when submitting coursework information for your candidates that they have completed a flyleaf. We have noted an increase in coursework being submitted without the relevant flyleaf, which in turn increases the workload of our teams unnecessarily. Your assistance with this matter would be appreciated.

#### *Project pro forma exemplification*

There will be updated exemplification of the project pro forma available in the new session. This will be published on the Home Economics page of SQA's website. Centres will be notified in due course.

#### *Understanding Standards day*

We will be holding an Understanding Standards day for Home Economics Intermediate 1 — all contexts. The focus for this day will be information on how to compile the Project pro forma and the sharing of best practice. Information on how to book a place will be sent out to centres in the new session.

### **Intermediate 2 Home Economics**

#### *Exemplification of updated Technological Project layout*

Exemplification of the updated layout for the Technological Project for all contexts has been published on the Home Economics page of SQA's website.

#### *Question paper*

Examples of questions and associated commentary exemplifying the removal of ½ marks in the Intermediate 2 question paper have been published on the Home Economics page of SQA's website.

### *Understanding Standards day*

We will be holding an Understanding Standards day for Home Economics Intermediate 2 — all contexts. The focus for this event will be on how to prepare candidates for the question paper and the Technological Project. Information on how to book a place will be sent to centres in the new session.

### **Advanced Higher Home Economics — Health and Food Technology**

**You will be aware that this Course has been identified as being low uptake and, as such, was to be removed from the SQA's catalogue of National Courses. However, a last minute reprieve has given us the opportunity to increase the uptake. The following information has been developed with this in mind and we would encourage you where possible to support entries for the Course in your centre.**

#### *Change to Course content*

Changes have been made to the Course content and the Arrangements document has been amended accordingly. The new Arrangements have been published on SQA's website and can be found on the Home Economics page. The changes will not affect the Diet 2010 examination but will come into consideration for inclusion in the Diet 2011 examination.

#### *Bi-level teaching guide*

We have recently compiled guidance on how to deliver Advanced Higher Health and Food Technology in a bi-level situation with Higher Home Economics Health and Food Technology. This is an excellent resource and, as well as highlighting areas of content/elaboration overlap, the guide will also assist centres in facilitating learning, planning and making optimum use of teaching time and organising resources. This information will be published on the Home Economics page of SQA's website in the near future, and will also be available in word format so you can personalise it if you wish.

### *Understanding Standards day*

We will be holding an Understanding Standards day for Advanced Higher Home Economics Health and Food Technology. This will focus on the methods of assessment involved and the sharing of best practice. Information on how to book a place will be sent to centres in the new session.

## **Appendix 2**

### **Hospitality Course information Practical Cookery Intermediate 1 and 2**

We will be publishing exemplification on how to complete the Practical Assignment planning booklet. We have found that candidates are using this document to rewrite the recipes — this is not what it is intended for and unnecessarily increases both the candidate's and teacher's workload. This will be available on the Hospitality homepage of SQA's website during the next session. Information will be sent to centres in due course.

### **Hospitality Skills for Work Intermediate 1 and 2**

We will be holding a Hospitality Skills for Work support network for new and existing centres in session 2009/10. These events have proved very popular in the past and have been an excellent way in which to learn about the best practice that is being carried out in schools and colleges across the Country. Information on how to book a place will be sent to centres in the new session.

### **Creative Cake Production Intermediate 2**

#### *Visiting Assessors*

Due to the continued increase in entries, we are looking to recruit Visiting Assessors for the Creative Cake Production Intermediate 2 Course. Many people undertake the role to further their own understanding of the Course, and as part of their Continuous Professional Development. If you are interested in becoming an Assessor, please complete an appointee application form, which can be downloaded from the appointee management page of SQA's website ([www.sqa.org.uk/am](http://www.sqa.org.uk/am)), and return to [am@sqa.org.uk](mailto:am@sqa.org.uk).

#### *Understanding Standards day*

We will be holding an Understanding Standards day for the Creative Cake Production Intermediate 2 Course. This event will focus on the compilation of the Project pro forma and the sharing of best practice. Information on how to book a place will be sent to centres in the new session.

### **General Operations Intermediate 2**

#### *Change to Course Arrangements*

There have been minor amendments made to the General Operations Intermediate 2 Course Arrangements to take into account recent changes made to the Food Hygiene Units. The Unit *Local Hospitality Provision* has also been revised to be included in the new National Certificate in Hospitality (SCQF level 5). The updated Arrangements will be published on the Hospitality page of SQA's website, and can be found at [www.sqa.org.uk/sqa/2676.html](http://www.sqa.org.uk/sqa/2676.html).

## **Professional Cookery Intermediate 2**

### *Change to Course Arrangements*

The Professional Cookery Intermediate 2 Units have been revised. A new National Certificate in Hospitality (SCQF level 5) has been developed and the Professional Cookery Units were revised as part of this development.

There have been minor amendments made to the Professional Cookery Higher Course Arrangements to take into account recent changes made to the Food Hygiene Unit that sits within it.

The updated Arrangements will be published on the Hospitality page of SQA's website, and can be found at [www.sqa.org.uk/sqa/2676.html](http://www.sqa.org.uk/sqa/2676.html).

### *Hospitality Industry Trust 2008 Scholarship – Professional Cookery Intermediate 2 Course*

The Hospitality Industry Trust Scotland has awarded the following candidates with a scholarship:

|                  |                              |
|------------------|------------------------------|
| Robyn Dow        | Forth Valley College         |
| Carrie-Anne Hume | Glasgow Metropolitan College |
| Scot Lennon      | Glasgow Metropolitan College |
| Lauren Martin    | Forth Valley College         |
| Dawn Martin      | Forth Valley College         |
| Verity McCormack | Forth Valley College         |
| Greig Young      | Glasgow Metropolitan College |

This scholarship will take the form of a few days in a development kitchen with an executive chef from the contract catering sector. The scholars will then participate in a prestigious event to be held in Scotland.

Our thanks go to Chief Executive David Cochrane and the Trust for their continued support.

## **Food Hygiene Unit amendments**

The *Food Hygiene for the Hospitality Industry* Units have been updated to bring them in line with the requirements of the Royal Environmental Health Institute of Scotland (REHIS). The new codes are as follows:

- F792 09 *Food Hygiene for the Hospitality Industry* (Access 3)
- F792 10 *Food Hygiene for the Hospitality Industry* (Int 1)
- F792 11 *Food Hygiene for the Hospitality Industry* (Int 2)
- F792 12 *Food Hygiene for the Hospitality Industry* (Higher)

Centres are advised to move to the new versions as soon as possible. The old Units are available to be used for a further year.

## **Hospitality Skills training day**

Following on from the success of the event we held earlier in the year, we will be holding two events in the new session. Aimed at teachers who have had little practical experience, this will be an opportunity to get hands on training from lecturers in further education. Information on how to book a place will be sent to centres in the new session.

### **National Certificate in Hospitality level 5**

A 12 credit National Certificate in Hospitality (SCQF level 5) has been developed and can be offered in centres from August 2009. This new certificate in Hospitality is designed as a stand-alone qualification to equip candidates with the knowledge, skills and understanding required for employment or for progression to further academic qualifications.

The Arrangements will be published on the SQA website's at:  
**<http://www.sqa.org.uk/sqa/33229.html>**.

### **National Progression Award in Bakery level 4**

A four credit National Progression Award in Bakery is being developed and will be available to offer in the autumn of 2009. The award will introduce candidates to the Bakery Industry and includes existing Units in *Craft Baking*, *Cake Decoration* and *Pastry*. A new Unit has also been developed focusing on *Bread Making*. Further information will be available on SQA's website at:  
**<http://www.sqa.org.uk/sqa/33229.html>**.