

# National Qualifications Support Team

## Fashion and Textile Technology



Action grid from meeting held on 2 October 2014

Ref.	Agenda/minute title	Notes of discussion/action agreed	Action	Date
1	Welcome and introductions	Qualifications Manager Graeme Findlay (GF) welcomed everyone to the first meeting of the NQST.		
2	Roles and remit of NQST confidentiality	GF advised that there will be an annual meeting supplemented with online discussions on the NQST Quickr place — a dedicated secure online forum for this team.		
3	NQST Quickr place demonstration	Qualifications Officer Manuela de Freitas (MdeF) demonstrated the NQST Quickr place.		
4	Updates to UASPs and mandatory documents	Members were encouraged to provide feedback on any of the mandatory documents and Unit Assessment Support Packs, particularly any content/material that could cause possible confusion or misinterpretation for centres and their candidates.	All	Ongoing
5	Future event consideration	The possibility of a school/college/industry event in session 2015–16 was discussed.GF/MdeF to discuss opportunities and add this to their operational plan.	GF/MdeF	2015–16
6	Online gallery	GF/MdeF to investigate creating an online gallery for exemplification of standards at N3–N5.	GF/MdeF	Dec 14
7	Ongoing communication	Members were encouraged to actively participate in the dedicated NQST online forum.	All	Ongoing