



Higher National Qualifications

And

Scottish Vocational Qualifications

Senior Verifier Report

2008

Subject: Physical Education - Sport and Leisure

Sector Panel or SSC: Skills Active (SSC)

Date: 5th August 2008

The purpose of this report is to provide feedback to centres on verification which has taken place within Higher National and Scottish Vocational Qualifications in this subject.

HIGHER NATIONAL UNITS

FEEDBACK TO CENTRES

Insert details relating to specific guidance which should be offered to centres based on the verification of centres.

Include:

- *General comments*
- *Areas of good practice*
- *Areas for further development*

General comments:

There had been a considerable number of visits during the year for both HN and SVQ centres. External Verifiers had made a number of comments which were in many cases, surprisingly similar. The main issues arising included the following:-

- The great majority of centres were keeping in line with advice given and were trying to ensure that they were keeping to the National Standard as expected.
- Previous comments related to the fact that centres had a need to ensure that full feedback was given to candidates to show how and why a grade or mark had been awarded. There had been a marked effort by most centres to ensure that this policy had been adopted. In most cases this allowed the verifier to see clearly why a competence had been or had not yet been achieved. Centres are commended for this approach.
- Centres had in some cases expanded the exemplar marking material to allow greater flexibility for comment and to ensure standardisation of marking. Centres should continue to feel able to expand marking criteria where it helps with the process.
- There continues to be some concern in centres with the policy of not awarding $\frac{1}{2}$ mark. There are some issues with marking guidelines in this respect and there is some lack of clarity. Qualification Support Teams are working on these matters. Centres should ensure that where there is a lack of clarity, they record the decisions that they have taken so that the External Verifier can see that the Internal Verifier has been involved in the process.
- As has been stated in previous years, centres have a need to ensure that where exemplar material is in use, the up-to-date version is used.
- Centres are reminded that they are not required to use Exemplar material if they do not find it suitable but are advised to submit their own material for Prior Verification.
- All assessment material should be internally verified and approved for use. This includes SQA exemplar material.

Advice on good practice and areas for further development:

- Centres generally made strenuous efforts to ensure that high standards were being maintained.
- Candidates generally had been well prepared for assessments and it was clear that Unit competencies were being achieved as claimed.
- Standardisation was appropriate in most centres and the National Standard was being applied.
- Most centres had some evidence of Internal Verification and all centres should ensure that the centre policy is being carried out appropriately.
- There were some real concerns that centres that had been given advice and support and had subsequently improved the quality and quantity of feedback for Graded Units, had not applied the same robust procedures when marking Units and this must be addressed to ensure that the National Standard is being met with transparency.

HIGHER NATIONAL GRADED UNITS

TITLES/LEVELS OF HN GRADED UNITS VERIFIED

Insert details below

Graded Units from the following awards were verified:-

HNC/D Sports Coaching with Development of Sport

HNC/D Fitness Health and Exercise

HNC/D Sport and Recreation Management

HND Sports Therapy

HNC Sport and Hospitality Management

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- *Areas of good practice*
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General comments:

Verifiers reported the following points:-

- Centres had continued to make adjustments to their procedures and this had enhanced the quality of feedback and helped ensure standardisation of assessments.
- Centres had mostly taken on board advice previously given and had expanded marking guides to improve standardisation and consistency.
- Candidates had generally been well prepared for assessment and had been well supported in the process.
- Where centres still had problems, these were almost entirely on the issue of “minimum competence”. The attention of centres is again drawn to the fact that Graded Units require a minimum level of competence to be achieved before the next stage can be assessed and not all centres had realised this clearly stated requirement. To pass the Unit, candidates must achieve all of the minimum requirements, that means a candidate who has no mark recorded for some sections, can not achieve the Graded Unit at that time. This is common to all Graded Units for all sectors.
- Centres are encouraged to continue to develop and expand the marking criteria whenever appropriate.
- Centres should ensure when marking that candidates are not penalised twice for the same error. Likewise they should not be given credit twice.

Advice on good practice and areas for further development:

- Material verified this year showed continued quality improvement in terms of clear marking and standardisation in the majority of centres.
- The quality of feedback showed a general improvement for most centres and this too allowed for a very consistent approach to be adopted particularly where pro-forma were used.
- Centres need to ensure that the allocation of the additional marks for Fitness Health and Exercise Graded Units shows a clear justification.
- Support teams are made aware of centre comments and issues affecting Graded Units is passed on to the teams for consideration and possible change. Issues around Sports Therapy are being considered.

SVQ AWARDS

TITLES/LEVELS OF SVQ AWARDS VERIFIED

Insert details below

SVQ Sport and Recreation:-

Activity Leadership
Operational Services
Coaching Teaching and Instructing
Fitness Level 2
Outdoor Education
Instructing Physical Activity Level 3
Sport Development Level 3
Achieving Excellence level 3

FEEDBACK TO CENTRES

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- *General comments*
- *Areas of good practice*
- *Areas for further development*

General comments:

- **The quality of assessment for SVQ awards continues to improve. Many centres have been delivering awards for some time and experience has grown and assessors are generally clear on requirements.**
- **Centres are commended for the professional approaches being adopted.**
- **It is clear that in the huge majority of cases, candidates are well prepared in the real working environment as required by the relevant assessment strategy.**
- **Advice given to candidates was generally of a high standard and most centres had made good use of feedback form the Internal Verifier to the assessor which also proved supportive and helpful.**
- **Centres should be aware that the dates of accreditation do not always coincide with revisions to the National Occupational Standards (NOS) and that the SQA currently accredited framework should be used.**
- **Centres are reminded that assessment material may be continuously reviewed if they feel that would be beneficial to candidates. The key issue is that assessment must all be in line with the requirements of the Assessment Strategy which is a mandatory requirement.**
- **The requirement for assessors to be both operationally competent and be qualified to assess is most significant and centres need to ensure that all CPD is kept up to date.**
- **Where simulation is permitted, it ought to be a realistic working environment.**

Advice on good practice and areas for further development:

- **Many centres had clear and well documented Internal Verification documentation in place and this approach is recommended to all centres.**
- **Most centres had made effective use of additional questions to ensure that an item of knowledge was evident. This too is good practice.**
- **Centres had generally made effective use of a wide variety of types of assessments which were considered appropriate for the activity being assessed.**
- **Centres should be aware of the continuing development of NOS and the effect that this has on SVQ awards and the industries involved.**

NATIONAL UNITS

(i.e. Freestanding units which contribute to NPAs or NCs etc.)

TITLES/LEVELS OF NATIONAL UNITS VERIFIED

Insert details below

NPA awards on Sports Coaching – various at SCQF level 4 and SCQF level 5

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General comments:

In addition to External Verification visits, a number of development visits in support of these new awards were carried out.

The centres involved are to be commended for the professional approaches they have taken for these awards.

Centres are new to the process and are new to the awards and have adopted a robust approach to assessment, standardisation and verification procedures.

Centre should continue to ensure that their assessment material maps to SQA Unit evidence requirements. Some centres had this done extremely clearly and for others it was less clear at this stage and while it was indeed clear the all Unit requirements were being met, the quantity of material for each candidate available, made it a task to check against the Evidence requirement.

Verifiers continued to offer advice and support with this National (UK wide) process.

Centres should continue to ensure that candidates receive quality feedback. This informs both the I/V and E/V and ensures that candidates understand what they need to do to improve and develop their skills and knowledge.

Advice on good practice and areas for further development:

The professional approach adopted by centres was encouraging and the support given to each sport by colleagues from other sports contexts was invaluable.

As the UK wide picture develops and other sport come “on-stream”, support will continue and the positive relationships developed between SQA, SkillsActive, SportScotland and Scottish Governing Bodies will continue for the benefit of coaching in the UK.

This may well be significant for 2012 and 2014 events.