

National Qualifications Support Team

Drama



Action grid from meeting held on 25 September 2014

Ref.	Agenda/minute title	Notes of discussion/action agreed	Action	Date
1	Welcome and introductions	Qualifications Manager Mary McDonald (MMcD) welcomed everyone to the first meeting of the NQST.		
2	Roles and remit of NQST confidentiality	MMcD 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. Madeleine Berry (Subject Implementation Manager for Drama session 2014-15) will be added as a member of the NQST Quickr forum. Madeleine is currently seconded to SQA on a part-time basis, one day per week, to support the implementation of the new Drama qualifications, particularly Higher.	JM	Sept 14
3	NQST Quickr place demonstration	Qualifications Officer Joanna Morris (JM) demonstrated the NQST Quickr place.		
4	Diet 2013–14	Members sought clarification of the definitions of 'production concept', 'performance concept' and 'design concept'. These are explained in the Common Questions document. Further guidance to be discussed on the forum.	MMcD/JM	Oct – Dec 14
5	Visiting Examining	<i>Instructions to Centres</i> and <i>Instructions to Visiting Assessors</i> These documents are issued to centres and VAs respectively at the start of the year. SQA to review these documents for all	MMcD/JM	Sept- Oct 14

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		levels to provide further exemplification and clarification in light of NQST discussion.		
6	Verification activity 2013–14	MMcD provided an overview of the Key Messages Report.		
7	Overview of Understanding Standards activity	MMcD advised that Understanding Standards events will be taking place. Details can be found on SQA's website. The exemplification materials produced will be published on SQA's secure site in due course.		
8	CfE Update — AH Drama	Advanced Higher — clarification was sought regarding the definition of 'current practitioner'. NQST to discuss on forum and SQA will seek clarification.	All	Oct 14