

# 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 <a href="#">Common Questions</a> 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. <a href="#">Details can be found on SQA's website.</a> 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