

# National Qualifications Support Team Physical Education



Action grid from meeting held on 31 October 2014

Ref.	Agenda/minute title	Notes of discussion/action agreed	Action	Date
1	Welcome and introductions	Qualifications Manager Lesley Clark (LC) welcomed everyone to the first meeting of the NQST and introductions were made around the table.		
2	Roles and remit of NQST confidentiality	LC gave an overview of the role and remit of the Physical Education NQST, an emphasis was placed on confidentiality.		
3	NQST Quickr place demonstration	Qualifications Officer Lynn McKinlay (LMcK) gave a brief overview of the NQST Quickr place, a dedicated online forum for the team.		
4	Diet 2013–14	<p>Members discussed the National 5 assessment; discussion took place around banking assessments in S3 and broad general education.</p> <p>Discussion took place around the use of mountain biking for the performance element and whether this could be filmed. It was noted that the teacher would have to be satisfied that the video was of the agreed performance and that they would have to be comfortable in applying the assessment criteria.</p> <p>There was a request for more examples for the evaluation question. Examples were provided at the recent Understanding Standards events. LC/LMcK to look into sharing this with members.</p> <p>It was agreed that the combined FIP booklet would be uploaded</p>	LC/LMcK	Dec 14

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		<p>to Quickr to share with colleagues.</p> <p>The group was reassured that after attending an SQA nominee event the role of a nominee was to share information with local authorities as well as colleagues.</p>	LC/LMcK	Dec 14
5	Verification activity 2013–14	<p>Members fed back that they found visiting verification a worthwhile experience, and were reassured by the Team Leaders who visited their centres.</p> <p>Further discussion took place on visiting verification and the following were noted:</p> <ul style="list-style-type: none"> <li>◆ It is very important to have the visit set up correctly</li> <li>◆ Positive feedback from the Team Leaders (visiting verifiers) as centres made them feel welcome</li> <li>◆ Schools had really great ideas</li> </ul> <p>The group received a copy of the PE Verification Key Messages and the National 5 Course Report, and were encouraged to share this information with their colleagues. These reports are available on <a href="#">SQA's website</a>.</p>		
6	Overview of Understanding Standards activity	<p>LC advised that a series of Understanding Standards events will be taking place. <a href="#">Details can be found on SQA's website</a>.</p> <p>The exemplification materials produced will be published on SQA's secure site in due course.</p>		
7	AOB	<p>Discussion took place around the new performance exemplification DVD and thoughts on good activities for this. Overall, the members thought that there was no need for a DVD and that more focus should be put on teaching and learning.</p> <p>There was discussion around the collection of data and members were advised to look at the Scottish Association of PE Teachers website and the pack that has guidance on collecting data and other useful information.</p>		

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		Members were thanked for their time and participation in the discussion and were encouraged to use Quickr for further discussion and sharing of information.	All	Ongoing