

National Qualifications Support Team

Chemistry



Action grid from meeting held on Thursday 13th November 2014

Ref.	Agenda/minute title	Notes of discussion/action agreed	Action	Date
1	Welcome, introductions, roles and remit of NQST - confidentiality	Qualifications Manager, Andrew Shield (AS) welcomed everyone to the meeting and informed the group of the roles and responsibility of the NQST. Andy informed the group that anything discussed in the team must be kept confidential at all times.		
2	NQST Quickr Place demonstration	Qualification Officer Sheron Ross (SR) provided the team an overview of quickr and led a group discussion on the best way to use quickr for the team.		
3	Verification activity 2013–14	<p>Subject Implementation Manager, Jim Young (JY) and Principal Verifier Harry Kilgour provided an overview of Verification Activity in 2013/2014 and advised that the Key Messages report was available on the SQA website. Members were provided with a copy of the Key Messages report and asked to comment and given the opportunity to ask questions.</p> <p>AS provided clarification on the SQA internal verification policy and informed the group that there is an internal verification toolkit that may be useful for a centre to use when creating an internal policy. The team was informed that centres' have been</p>		

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		<p>asked to include three levels that they are presenting. If the centre is presenting candidates for higher then a sample must include higher candidates.</p> <p>Members were informed that the verification support material is available on the SQA Secure site.</p> <p>AS informed the group that Environmental Science and Science are now in the same verification group as the other sciences. It is not likely that a centre would be chosen for more than one subject in the group in the same round of verification activity.</p> <p>Clarification was provided on the words independent and dependent. It was clarified that the words independent and dependent do not need to be explicitly stated in Physics (and also Chemistry).</p> <p>AS informed the group that SQA has given a guarantee to centres that there will be no changes to the published documents in the next year.</p> <p>Clarification was provided on the rules of reassessment. The reassessment must be different to the assessment. The multiple choice section, if applicable, should mirror the external assessment.</p>		
4	Diet 2013/2014	<p>AS provided an overview of course assessment 2013/2014. The team discussed the performance of the assignment compared with Chemistry and Biology. The team was provided</p>		

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		<p>with the N5 Physics Course Report.</p> <p>AS gave the team an overview of the quality assurance procedures associated with marking the assignment.</p> <p>The team was reminded that all statistics can be found on the SQA website and are available to download.</p>		
5	Overview of Understanding Standards activity	<p>AS advised that there will be Understanding Standards events across the country. The exemplification materials produced will be published on our secure site in due course.</p> <p>http://www.sqa.org.uk/sqa/71920.html</p>		
6	SSERC Update	<p>SSERC representative Gregor Steele was unable to make the meeting due to other commitments. AS informed members about the work that SSERC are undertaking to support National Qualifications in science. The exemplars by SSERC for use with the Researching Physics unit were discussed with the team. SR showed the team where to find these on the website and the team was also provided with a copy to look at.</p>		
7	Physics GMIs	<p>Members were asked to comment on the Physics general marking instructions. SR noted comments from the group. The group was informed that the next step in the process is for a meeting to be held with all the Principal Assessors in Physics and that their comments would feed into this meeting.</p>		