

Physical Education verification — sampling guidance for centres

Generating the evidence sample

If selected for course assessment verification, centres should provide verifiers with a sample of live candidate evidence, as detailed below. The sample should be of candidates' live performances which count towards the final assessment mark. This guidance applies only to Physical Education internally assessed components of course assessment verification, and supersedes the general guidance on generating the evidence sample.

Verifiers will be as flexible as possible in arranging the date of the visit between August and May. The centre must provide access to the assessment of candidates' live performances in line with this guidance.

Internally assessed components of course assessment at National 5, Higher and Advanced Higher

If you are presenting candidates at all three levels (National 5, Higher and Advanced Higher) you will need to provide a sample of evidence for 12 candidates, split evenly between Advanced Higher and one other level (either National 5 or Higher).

If you are presenting at two levels (eg National 5 and Higher) you will need to provide a sample of evidence for 12 candidates, split evenly between the two levels.

If you are presenting candidates at only one level (eg National 5) you must provide a sample of evidence for 12 candidates.

Please note:

- ◆ If you are providing evidence at one level and there are fewer than 12 candidates in the cohort, then please provide evidence for all candidates at that level.
- ◆ If you are providing evidence at two levels and there are fewer than six candidates in the cohort at either level, then please provide evidence for all candidates at that level. Where possible, evidence for additional candidates should be provided at the other level to make up an overall sample of 12.
- ◆ You may provide evidence from more than one activity across the sample.
- ◆ For National 5 and Higher, the candidate performance assessed at verification should ideally be the first of the two performances, if this is practical.
- ◆ Assessors should use candidate assessment records when they assess candidates (more information can be found in Appendix A).

Centres with Advanced Higher entries

Where practical, arrangements should be agreed that allow the sample for Advanced Higher to be assessed during the same visit.

If it is not practical for the full Advanced Higher sample to be assessed during the same verification visit, as many candidate performances as possible should be assessed during the visit (eg two of a cohort of four).

If the centre cannot arrange the appropriate context for all Advanced Higher performers on the visit, video evidence and the completed assessment records for the remaining sample candidates should be provided. Video evidence could be provided to the verifier during the visit (if filming takes place at an earlier date) or after the visit (see Appendix B). If it is provided after the visit, the verification activity will be regarded as ongoing until the evidence is provided and verified.

Appendix A

Carrying out the course assessment

Centres are reminded that assessors should use the candidate assessment records when they assess candidates for each performance. These records are part of the performance coursework assessment task document for each level. Assessors must ensure that comments about how they made assessment judgements for each candidate are included on the records.

Internal verification is a mandatory requirement. Comments by the assessor explaining how they awarded marks will support internal and external verification.

Candidates have the right to appeal internal assessment marks and centres must have a process that supports this. It is important that the original assessor and any subsequent reviewer can review the appropriateness of the original mark and can explain to the candidate why their mark was correct.

Centres are required to retain assessment records for a calendar year after completion of the qualification, and these must be made available to SQA on request. This requirement is consistent with our retention policy.

Appendix B

Advanced Higher performance component — video evidence

If some candidates are not able to be assessed during the verification visit, then video evidence must be provided to SQA along with the candidate assessment record. The record should include comments justifying the assessment judgements made by the centre.

Video evidence could be provided to the verifier during the visit (if filming takes place at an earlier date) or after the visit. If it is provided after the visit, the verification activity will be regarded as ongoing until the evidence is received by SQA and verified.

In preparing video evidence, the following must be considered:

- 1 The candidate(s) must be clearly identified.
- 2 The footage must cover the agreed performance and context. It is the centre's responsibility to ensure details are recorded of the event date and venue.
- 3 The footage should be continuous, ie not an edited combination of the best parts of a performance.
- 4 The centre must ensure that the video shows a single performance and is not the best of a number of attempts. This must be agreed before the filming takes place as part of the planning discussions in order to ascertain the exact context for the performance event, eg are there heats or qualification stages?
- 5 The footage should be of sufficient duration so marks can be awarded across all of the assessment criteria. Again, the discussions when planning the filming must confirm how long the performance which is to be assessed will last.
- 6 It is the centre's responsibility to check that the quality of the footage captures sufficient evidence in order that the marking criteria can be applied. Centres are encouraged to familiarise themselves with the recording equipment before the day of the live assessment in order to eliminate any technical or organisational issues which might hamper the possibility of capturing suitable footage.
- 7 The footage should be stored securely and the centre and candidate's name, date of birth and Scottish Candidate Number should be clearly marked on the file.
- 8 Video evidence completed after the visit must be provided to SQA using the method advised by SQA (secure postage or secure upload). This evidence will not be returned to centres after the completion of verification activities.