

# Equality Review Summary



<b>Qualification</b>	Admin & IT
<b>Level</b>	Higher
<b>REVIEW OF NATIONAL QUALIFICATIONS EQUALITY REVIEW</b>	
<b>Date of review</b>	23/11/18
<b>Coursework and/ or Question Paper revisions</b>	
<p>There will be no change to the assignment task; however the assignment will now contribute to 58% of the overall marks available for assessment.</p> <p>Section 2 of the question paper will be extended by 20 marks. The question paper will now be worth 50 marks. There will be no change to Section 1. The duration of the exam will increase by 30 minutes to 1 hour 30 minutes. Extending the question paper will allow more skills, knowledge and understanding to be sampled, following the removal of units and unit assessments from the course.</p>	
<b>Equality &amp; inclusion issues</b>	
<b>Extension of Question paper</b>	
<u>Disability</u> Some disabled candidates who require extra time may find increased focus on externally assessed exams more challenging and they may experience fatigue over the longer examination time. For example, candidates with physical disabilities may have difficulties in maintaining stamina or those unable to concentrate for extended periods may have difficulties in maintaining focus and have difficulties in demonstrating their attainment. Other disabled candidates such as those with mental health difficulties or emotional behavioural difficulties may find the longer examination experience overly stressful leading to increased anxiety which could negatively impact on their ability to demonstrate their attainment.	
<u>Religion and belief</u> Some candidates because of religion and belief may experience a higher level of fatigue and be adversely affected in an extended question paper because they are fasting.	
<b>Actions that will mitigate any adverse impact outlined above</b>	
<p>While it is not possible to exempt disabled learners from the external QP at Higher where this is an integral assessment component understanding of the Course, the provision of appropriate assessment arrangements and other supportive practices will mitigate the adverse impact for many disabled candidates. For example, by the careful consideration of the amount of extra time being requested and by further consideration being given as to whether there are any other more appropriate assessment arrangements such as using ICT and/or assistive technologies or the inclusion of rest breaks.</p> <p>SQA recognises that reasonable adjustments or assessment arrangements may be incapable of mitigating all of these potential negative impacts entirely. Nevertheless, the decision to extend the existing question has been taken to ensure that the standards, quality and credibility of the National Qualifications are maintained.</p> <p>It is not possible for SQA to take all possible religious festivals and periods of observance into account when constructing the exam timetable. SQA will take into account, through its</p>	

exceptional circumstances process, any negative impact such as a candidate taking unwell during an examination.

**ORIGINAL NATIONAL QUALIFICATION DEVELOPMENT EQUALITY REVIEW**

**Date of review** | 7 January 2013

**Summary of Conclusion and recommendation**

The aims of this Course include developing practical skills in using IT in an administrative context. Exemption from this requirement is not possible. However, it may be possible to allow greater use of adapted ICT if this would help a learner to meet the assessment standards. The use of practical helpers and/or technologies may be allowed to support learners in demonstrating these practical skills.