Emails since last FOI Request:

From: [redacted]@eastrenfrewshire.gov.uk>
Sent: 12 December 2025 13:59
To: [redacted]@sqa.org.uk>
Cc: [redacted]@sqa.org.uk>
Subject: RE: SQA Presentations @ Williamwood Service

OFFICIAL

Hi [redacted],

Thanks for getting in touch and thank you to [redacted] for his support and facilitating.

I'm sorry, the last couple of weeks have been overtaken by some Early Years data needed for a HT meeting, would you have any availability next week?

Thanks,

[redacted]

OFFICIAL

From: [redacted]@sqa.org.uk>
Sent: 28 November 2025 10:24
To: [redacted]@eastrenfrewshire.gov.uk>
Cc: [redacted]@sqa.org.uk>
Subject: RE: SQA Presentations @ Williamwood Service

Morning [redacted]

It would be good to have a chat with you about this so I can get a clearer picture of what the situation is here. There is an option I can think if, but I need to get a better understanding of your service and the relationship with Williamwood to see if it would be appropriate.

I'd be free for a Teams call at the following times, so please let me know which one suits you best and I'll send an invite. It shouldn't take longer than 15-20 minutes.

- Today between 1.30 - 4
- Tuesday 2 Dec: before 2pm
- Wed 3 Dec: between 2-3.30
- Fri 5 Dec: 9-11 or 2-4.

Regards, [redacted]

[redacted]
Liaison Manager

m: [redacted] | **e:** [redacted]@sqa.org.uk | **w:** http://www.sqa.org.uk
Scottish Qualifications Authority
The Optima Building, 58 Robertson Street, GLASGOW G2 8DQ

[redacted]

From: [redacted]@sqa.org.uk>
Sent: 27 November 2025 22:30
To: [redacted]@eastrenfrewshire.gov.uk>
Cc: [redacted]@sqa.org.uk>
Subject: RE: SQA Presentations @ Williamwood Service

Hi [redacted],

[redacted].

Thank you for the update on your plans. If you are no longer exploring the option of creating a new SQA Approved Centre, then I will bring my colleague, [redacted], back into the conversation to support you with the query below. [redacted] deals with the operational side of the exam diet and will work with you to explore this option. We want to find a solution for you as soon as possible. [redacted] and I will communicate with each other if required, just to ensure you are receiving the correct support.

As your Regional Manager, if you wish to explore the initial option of creating a new SQA Approved Centre further or in the future, please let me know. For clarity, I'm going to recap the main points of this option for you:

- In order to be included in the government levy (funding for qualifications), the *'Communications Unit'* would first have to receive its own separate Seed Number from ScotGov. The LA would need to have this conversation with them to see if it was possible.
- The *'Communications Unit'* will need to go through a new centre approval process with SQA. This process will vary dependant on receiving a SEED number.
- The *'Communications Unit'* would be required to have the correct staff roles in place, for example *'Head of Centre'* / *'SQA Coordinator'* (I will happily send you information on what this would entail).

Again, should you wish to explore this option again further, or at a future date, I would of course go into further details on each point above.

If you have any further questions [redacted], always feel free to contact me and I will be more than happy to help.

Thanks,

[redacted]

[redacted]

SQA Regional Manager

Renfrewshire, East Renfrewshire, Inverclyde, East & West Dunbartonshire
Business Development UK & Ireland

m: [redacted] | **e:** [redacted]@sqa.org.uk

w:http://www.sqa.org.uk

Scottish Qualifications Authority
Optima, 58 Robertson Street, GLASGOW, G2 8DQ

From: [redacted]@eastrenfrewshire.gov.uk>
Sent: 26 November 2025 03:30

To: [redacted]@sqa.org.uk>
Subject: RE: SQA Presentations @ Williamwood Service

OFFICIAL

Hi [redacted],

[redacted].

That has helped, it seems like we can do what we're trying to do but the wording in what you've sent says "*The presenting centre (the centre that entered the candidate and who will be teaching the course to the candidate)"*

In our case the presenting centre would be the school entering the pupils but not the school teaching the course – does this matter?

Thanks,

[redacted]