Scottish Qualifications Authority

Code of Practice Governance Group (CoPGG)

14 April 2020

2020 Awarding Programme - Overview

1 Context

Following decisions taken by CoPGG it has been agreed that for 2020, Awarding will be based on enhanced estimates of candidates' grades and prior attainment information. In addition a mechanism will be put in place for centres to challenge final results through a Post Certification Review Process. It is proposed to deliver this by establishing 4 workstreams –

- Estimates
- Awarding
- Resulting and Certification
- Post Certificate Review.

For each stream of work detailed project plans are being developed. These will highlight the dependencies within and between the workstreams and identify and manage key risks and issues. These will be supported by a Communications strand to ensure all stakeholders – internal and external – are informed and engaged.

The established forum for monitoring diet delivery - Certification Programme Group (CPG) – is being recast to ensure these workstreams are identified and their progress monitored within the overall plan.

2 Workstream outlines

2.1 Estimates (J Meehan)

Context: The awarding model for 2020 will be based on refined estimates that centres will submit to SQA. The estimates will be more detailed breaking the current bands 1 -9 into further subdivisions. A new system and process for submitting these estimates will be required – the current systems and process using SEEMIS and other MIS systems are not viable.

Centres will also be asked to produce a ranking of candidates within each extended band. This may be used in the subsequent Appeals (Post Certification Review) process.

Note: This strand requires software to be developed and deployed to allow enhanced estimates to be submitted. It is anticipated centres will commence using this at the beginning of May therefore it is vital that requirements are finalised. This method of submitting enhanced estimates will be more labour intensive for centres than their current arrangements consequently this will require pro-active communication support.

2.2. Awarding Model Workstream (J Morgan)

Context**:** The Awarding model in 2020 will use refined Estimates plus prior attainment. This work will be split into two phases a pre awarding/centre moderation phase to sense check and validate the estimate data received from centres – and an Awarding Phase to process the information to produce results for candidate.

2.3 Resulting and Certification workstream (D Falconer)

Context: The proposed model for resulting of awards at N5 to AH takes as its starting point replacing the current RP download of bands with an equivalent download into APS from RPSS (Awarding Model Package). New software will be required to support this data download. From this point it is proposed to undertake the standard BAU processes from Evaluation to generation of Certification print files.

Results will be issued through MySQA. Reports to key stakeholders will be generated. This year these reports will contain a truncated range of bands (2,4,6,7 and 8 compared with 1-9 in previous years). This strand will also consider arrangements for certification of awards outside of N5 to AH and the arrangements taking place between now and August.

Note: This strand requires software to be developed and key decisions on the date for results to be issued and on whether paper certificates will be used.

2.4 **Post Certification Review Workstream (R Quinn)**

Context: A completely new Post Certification Review service is required to allow centres to challenge the results candidates receive through the awarding model. The service will offer a review of alternative assessment evidence by Senior appointees. This will be similar in approach to the current precertification Exceptional Circumstances process. The service will run from Certification date and will establish a set of validation criteria to consider appeals for example, prioritise candidates with conditional offers as is normally the case.

Provision will be made to receive the alternative evidence digitally and review it remotely to mitigate the risk of continued quarantine. This workstream will be broken down into 4 separate work packages –

- Policy (R Quinn): This will set out the policy approach, centre guidance and Appointee training requirements. It will establish the criteria for which requests to the service are allowed. This will include communications to all stakeholders.
- Operating Model (R Wright): This will cover the development and implementation of a system and processes to allow centres to request Post Certification Review service. It will put in place arrangements for the collection, reconciliation and review of alternative evidence. It will cover the delivery of the service from taking requests, developing a programme of procedures, undertaking events, updating results and conclude with final certification.
- Digital Evidence- Receipt and Review (J Meehan) : There is a risk that remote working may still be required during some , or all, of the period when the Post Certification Review process takes place. To mitigate this secure scalable and effective ways to receive alternative evidence digitally will be investigated. In addition, work will be undertaken to establish ways for Senior appointees to review evidence remotely.
- Post Certification Review Appeals process (M McKerrell): This strand will establish the policy and rules around challenging the post Certification Review process, [redacted] . **Redacted under s36** In addition it will put in place processes to progress appeals.

2.5 **Communications**: A supporting strand of work will be established to ensure that all internal and external communications and engagement takes place to support this work. This will be vital given both the scale of the changes and the challenges of working remotely.

2.6 **CPG**: The frequency of CPG meetings will be changed to twice weekly, with an appropriate score card to monitor each of these workstreams within the overall plan . This will ensure progress is being made towards issuing results.

3 Recommendation

The CoPGG is asked to discuss and approve the proposed approach to delivery of diet 2020.