

**NQ
2021**

Alternative Certification Model



NBHS Quality Assurance Policy

Course assessments

1. Staff involved in the delivery and assessment of the NQs have a knowledge and understanding of the national standards. ***1**
2. Staff must engage with the most recent SQA Understanding Standards resources and activities as required ***1**
3. Staff are working with the most up to date SQA course requirements for 2020-2021.
4. Staff are using the 2020-2021 SQA subject specific guidance on assessment.
5. Instruments of assessment are agreed in line with SQA subject specific guidance. ***1**
6. An appropriate number of assessment opportunities are planned, in line with subject-specific guidance from the SQA, to generate the key assessment evidence that will be used for Provisional Results. ***2**
7. Pupils are aware of which assessment evidence will contribute to their provisional result and, where possible, the weighting of each piece (See Provisional Grades Subject Rationale document)
8. All additional assessment arrangements for applicable pupils are consistently applied.
9. Marking instructions conform to national standards and are applied consistently.
10. Grade boundaries are agreed and are applied consistently.
11. Assessments are carried out in class and under SQA exam conditions.
12. Post assessment, pupils' assessment evidence is moderated proportionately. Candidate evidence at grade boundaries is included in the sample. ***3**

Provisional Grades

1. All staff involved in the Provisional Grade process will work through the new SQA Academy Estimates module (live at the end of April) ***3**
2. Provisional Grades are based on evidence of demonstrated attainment, have been derived in line with SQA guidance and with reference to the national standard.
3. Assessment judgements are moderated within departments/faculties to ensure that Provisional Grades are an accurate representation of a pupil's performance within the subject). ***3**
4. The Provisional Grades for the 2021 cohort are compared with the attainment data from previous cohorts on a subject by subject basis.
5. The Faculty Leader and LR/FM and link DHT meet to review the Provisional Grades compared to historical data. Implications are considered, and possible refinements made as appropriate. ***4**
6. Faculty Leader and subject teachers involved in the delivery of NQs agree and sign off the Provisional Grades. ***4**
7. LR/FM will be involved in an analysis of Provisional Grades with ELC Quality Improvement Officers. ***4**
8. FM/LR agree and sign off Provisional Grades.

Verification processes

***1 Pre-delivery — 15 February** in subject teams across ELC: discussions around instruments and approaches to assessments prior to the post-Easter assessment window. Completed on 26th March in subject teams across ELC.

***2 Pre-delivery** – 3 individual, scheduled discussions between FMcC and each Faculty Leader about assessment approaches and models. Final meetings with LR, FMcC and Faculty Leaders w/b **22 March** to sign-off assessment approaches and Provisional Results rationale.

***3 Support and Sampling during Delivery** - 10% sample size applied across all subjects. Verification approaches agreed within faculties: lead verifier, peer review.

***4 Post-delivery reflection and review**

NQ Assessments QA Checklist for faculties

Faculty		
Subject / Level		
Activity		FL initials
Staff involved in the delivery and assessment of the NQs have a knowledge and understanding of the national standards.		
Staff have engaged with the most recent SQA Understanding Standards resources and activities as required.		
Staff have worked with the most up to date SQA course requirements for 2020-2021.		
Staff have used the SQA subject specific guidance on assessment.		
All additional assessments arrangements for applicable pupils have been applied consistently.		
An appropriate number of assessment pieces have been used to generate the Provisional Grades, in line with the SQA subject-specific guidance.		
Pupils are aware of which assessment evidence will contribute to their Provisional Grade.		
Standardised marking instructions, compliant with national standards, have been applied consistently.		
Grade boundaries have been agreed and have been applied consistently.		
Assessments have been carried out under SQA exam conditions.		
Pupils' assessment evidence has been moderated proportionately.		
Teacher signature		Date
FL signature		Date

Provisional Results QA checklist for FL/SLT meeting

Faculty		
Subject / Level		
Activity		FL /SLT initials
All faculty staff involved in the Provisional Grade process have worked through the SQA Academy Estimates module.		
Provisional Grades are based on evidence of demonstrated attainment, have been derived in line with SQA guidance and with reference to the national standard.		
Assessment judgements have been moderated within departments to ensure that Provisional Grades are an accurate representation of a candidate's attainment and performance within the subject.		
Provisional Grades for the 2021 cohort have been compared with the attainment data from previous cohorts.		
Outcomes of the data analysis have been discussed with SLT. Implications have been considered, and refinements made if applicable. Justification for any adjustments has been recorded.		
FL signature		Date
SLT signatures		Date