

INDEX OF ENCLOSURES

Description	Date	Explanation of redactions	Clause
Enclosure 1 – Email – Equalities Assessment of the Exam Process	27 May 2020	Personal details redacted	38(1)(b)
Enclosure 1.1 – Attachment			-
Enclosure 2 – Email - SQA statement	30 June 2020	Personal details and out of scope elements redacted	38(1)(b)

Enclosure 1 –

From: [Redact s38(1)(b)]@gov.scot>
Sent: 27 May 2020 17:52
To: Deputy First Minister and Cabinet Secretary for Education and Skills; [Redact s38(1)(b)]@gov.scot; [Redact s38(1)(b)]@educationscotland.gov.scot
Cc: Pentland MK (Malcolm)
Subject: RE: Equalities Assessment of the Exam Process

Hi [Redact s38(1)(b)]

With thanks to [Redact s38(1)(b)] and [Redact s38(1)(b)], please see attached a run through of SQA's approach to the EQIA on their certification model and their engagement with the EHRC and the Education and Skills Committee.

Please shout if anything else is needed.

Thanks

[Redact s38(1)(b)]

From: [Redact s38(1)(b)]@gov.scot> **On Behalf Of** Deputy First Minister and Cabinet Secretary for Education and Skills
Sent: 27 May 2020 14:03
To: [Redact s38(1)(b)]@gov.scot>; [Redact s38(1)(b)]@gov.scot>
Cc: Deputy First Minister and Cabinet Secretary for Education and Skills
Subject: FW: Equalities Assessment of the Exam Process
Importance: High

Apologies, I think I should have included [Redact s38(1)(b)] as well.

Thanks,

[Redact s38(1)(b)] to John Swinney MSP | Deputy First Minister of Scotland and Cabinet Secretary for Education & Skills | Scottish Government | St Andrew's House | Edinburgh | EH1 3DG | Tel: 0131 244[Redact s38(1)(b)] |

All e-mails and attachments sent by a Ministerial Private Office to any other official on behalf of a Minister relating to a decision, request or comment made by a Minister, or a note of a Ministerial meeting, must be filed appropriately by the recipient. Private Offices do not keep official records of such e-mails or attachments.

From: [Redact s38(1)(b)]@gov.scot> **On Behalf Of** Deputy First Minister and Cabinet Secretary for Education and Skills
Sent: 27 May 2020 13:37
To: [Redact s38(1)(b)]@gov.scot>
Cc: Deputy First Minister and Cabinet Secretary for Education and Skills
Subject: Equalities Assessment of the Exam Process
Importance: High

Hi [Redact s38(1)(b)],

I hope that you are the right person to contact for the below.

In regards to the portfolio questions tomorrow DFM has asked for a chapter and verse explanation of the SQA steps to do an equalities assessment of the exam process. He has noticed the Committee has written to the EHRC so will need clear, definitive information and an assurance this is happening.

Please could you confirm that you are able to take this forward? We will need this by close of today.

Many thanks,
[Redact s38(1)(b)]

[Redact s38(1)(b)] to John Swinney MSP | Deputy First Minister of Scotland and Cabinet Secretary for Education & Skills | Scottish Government | St Andrew's House | Edinburgh | EH1 3DG | Tel: 0131 244 [Redact s38(1)(b)] |

All e-mails and attachments sent by a Ministerial Private Office to any other official on behalf of a Minister relating to a decision, request or comment made by a Minister, or a note of a Ministerial meeting, must be filed appropriately by the recipient. Private Offices do not keep official records of such e-mails or attachments.

Enclosure 1.1 –

SQA approach to an Equality Impact Assessment to support the 2020 Certification Model

SQA have been working to complete and publish an EQIA to support the Certification Model being used following the cancellation of the exam diet. They have engaged with the Equalities and Human Rights Commission on this issue, as well as corresponded with the Education and Skills Committee on the matter.

SQA have confirmed that they are conducting elements of the EQIA as they develop the certification model, and have acted on issues raised by the assessment. This has included the addition of guidance regarding potential bias in making estimates in the SQA Academy material (which on 21 May had been viewed over 10,000 times), as well as also encouraging head teachers and college principals to check that their estimates comply with their own inclusion and quality assurance policies.

SQA letter to Dr Lesley Sawers, EHRC – 13 May

- Reiterated the public commitment to ensuring SQA meets its obligations to carry out an EQIA
- Noted first writing to EHRC on 23 April, and meeting of 1 May
- Noted that the certification model is a process of interrelated steps and that an EQIA can't be completed until all is close to complete
- Noted that the 2012 Regulations require publication of the EQIA within a reasonable period of adopting the new model, which SQA are committed to doing
- Noted that SQA estimates guidance has been tailored to ensure that pupils are treated fairly, and that teachers and schools should also meet their own inclusion and quality assurance policies
- That SQA have taken on feedback from a wide range of stakeholders at each stage of development
- Commitment to document all steps taken and provide them to the EHRC
- Commitment to provide additional information to centres about equalities issue via SQA's regular centre communications and targeted FAQs on the SQA website
- Commitment to a constructive dialogue between EHRC and SQA, and offer of a further meeting

SQA response to the Education and Skills Committee questions – 21 May

- Noted the requirement to undertake an EQIA
- Reiterated a commitment to meet legal obligations to undertake and publish an EQIA
- Set out engagement with EHRC – both correspondence and meeting (1 May), and commitment to continued engagement
- Set out reasoning that as the certification model is a process based on interrelated steps, that a full EQIA could only be completed when the process is near completion.
- Noted that the development of the model and the completion of the EQIA is inevitably an iterative process, with the assessment process feeding into the development of the proposed model.
- Confirmed that when the model is in near final form, the assessment will be completed.

Education and Skills Committee letter to Dr Lesley Sawers, EHRC – 22 May

- The Committee's letter to the EHRC seeks views on the requirements on the SQA in order to fulfil the Public Sector Equality Duty, and also EHRC's perspective on the contents of SQA's response to the Committee (dated 21 May).

Enclosure 2 –

From: Sewell J (Jonathan) (ECON)
Sent: 30 June 2020 16:01
To: Deputy First Minister and Cabinet Secretary for Education and Skills
Subject: RE: SQA statement

Thanks [Redact s38(1)(b)]. We'll use this line if needed.

Jonathan

From: [Redact s38(1)(b)]@gov.scot> **On Behalf Of** Deputy First Minister and Cabinet Secretary for Education and Skills
Sent: 30 June 2020 15:59
To: Sewell J (Jonathan) (ECON); Deputy First Minister and Cabinet Secretary for Education and Skills
Cc: DG Education, Communities & Justice; Director of Learning; [Redact s38(1)(b)]@educationscotland.gov.scot>; [Redact s38(1)(b)]@educationscotland.gov.scot>; McAllister C (Colin); Communications DFM & Education
Subject: RE: SQA statement

[Out of scope]

[Redact s38(1)(b)] to DFM
☎ 07[Redact s38(1)(b)]

From: Sewell J (Jonathan) (ECON)
Sent: 30 June 2020 14:14
To: Deputy First Minister and Cabinet Secretary for Education and Skills
Cc: DG Education, Communities & Justice; Director of Learning; [Redact s38(1)(b)]@educationscotland.gov.scot>; [Redact s38(1)(b)]@educationscotland.gov.scot>; McAllister C (Colin); Communications DFM & Education
Subject: RE: SQA statement

[Out of scope]

SQA have now also replied to the Education and Skills Committee's latest letter. The key points noted were:-

- [Out of scope]
- That the EQIA will be published before 4 August if possible, but resource constraints may not allow this
- That further details of the awarding model methodology will be published on results day
- [Out of scope]

https://www.parliament.scot/S5_Education/General%20Documents/20200630InSQAResponseToConvenerReExamDiet.pdf

Thanks

Jonathan

From: Sewell J (Jonathan) (ECON)
Sent: 30 June 2020 09:17
To: Deputy First Minister and Cabinet Secretary for Education and Skills
Cc: DG Education, Communities & Justice; Director of Learning; [Redact s38(1)(b)]@educationscotland.gov.scot>; [Redact s38(1)(b)]@educationscotland.gov.scot>; McAllister C (Colin)
Subject: RE: SQA statement

Thanks [Redact s38(1)(b)]

[*Out of scope*]

From: [Redact s38(1)(b)]@gov.scot> **On Behalf Of** Deputy First Minister and Cabinet Secretary for Education and Skills
Sent: 29 June 2020 14:48
To: Sewell J (Jonathan) (ECON) <Jonathan.Sewell@gov.scot>; Deputy First Minister and Cabinet Secretary for Education and Skills
Cc: DG Education, Communities & Justice; Director of Learning; [Redact s38(1)(b)]@educationscotland.gov.scot>; [Redact s38(1)(b)]@educationscotland.gov.scot>; McAllister C (Colin)
Subject: RE: SQA statement

Hi Jonathan

[*Out of scope*]

Thanks

[Redact s38(1)(b)]

[Redact s38(1)(b)]to DFM

☒ 07[Redact s38(1)(b)]

From: Sewell J (Jonathan) (ECON) <Jonathan.Sewell@gov.scot>
Sent: 26 June 2020 15:45
To: Deputy First Minister and Cabinet Secretary for Education and Skills
Cc: DG Education, Communities & Justice; Director of Learning; [Redact s38(1)(b)]@educationscotland.gov.scot>; [Redact s38(1)(b)]@educationscotland.gov.scot>; McAllister C (Colin)
Subject: SQA statement

PS/DFM

[*Out of scope*]