

| No.  | Description   | Date                   | Explanation of redactions   | Clause                             |
|------|---|------------------------|---|------------------------------------|
| 01   | Email: RE: Qualifications - Advice to DFM on Higher and Advanced Higher Exams in 2021 – November 2020 | 17 November 2020 10:57 | -   | -                                  |
| 01.1 | Attachment: Word document   |                        | Stakeholder views<br><br>Information not in scope                             | 30(b)(ii)<br><br>-                 |
| 02   | Email: RE: Qualifications Advice to DFM on Higher and Advanced Higher Exams in 2021 November 2020 v3  | 17 November 2020 22:01 | -   | -                                  |
| 02.1 | Attachment: Word document   |                        | Personal information<br><br>Stakeholder views<br><br>Information not in scope | 38(1)(b)<br><br>30(b)(ii)<br><br>- |
| 03   | Email: 2021 HIGHER AND ADVANCED HIGHER EXAM DIET – ONGOING REVIEW OF DECISION                         | 17 November 2020 22:09 | Personal information  | 38(1)(b)                           |
| 03.1 | Attachment: Word attachment   |                        | Personal information<br><br>Stakeholder views<br><br>Information not in scope | 38(1)(b)<br><br>30(b)(ii)<br><br>- |
| 04   | Email: RE: Higher and Advanced Higher Exams 2021  | 17 November 2020 22:12 | Personal information<br><br>Information not in scope                          | 38(1)(b)<br><br>-                  |
| 05   | Email: RE: 2021 HIGHER AND ADVANCED HIGHER EXAM DIET – ONGOING REVIEW OF DECISION                     | 19 November 2020 17:42 | Personal information<br><br>Information not in scope                          | 38(1)(b)<br><br>-                  |
| 06   | Email: RE: CERG follow up   | 19 November 2020 16:26 | -   | -                                  |
| 07   | Email: RE: LINES TO CLEAR PLS Media queries re 2021 exams   | 20 November 2020 17:12 | Personal information  | 38(1)(b)                           |
| 08   | RE: DFM Session with SLS - 18 November - Readout  | 23 November 2020 13:41 | Personal information<br><br>Information not in scope                          | 38(1)(b)<br><br>-                  |

**ANNEX A  
INDEX OF  
ENCLOSURES**

|      |  |                        |  |               |
|------|--|------------------------|--|---------------|
| 09   | RE: 2021 HIGHER AND ADVANCED HIGHER EXAM DIET – ONGOING REVIEW OF DECISION   | 23 November 2020 16:52 | Personal information<br>Information not in scope | 38(1)(b)<br>- |
| 09.1 | Attachment: Word document  |                        | Personal information<br>Information not in scope | 38(1)(b)<br>- |
| 10   | Briefing note  | 24 November 2020       | Information not in scope                         | -             |
| 11   | Email: FW: 2021 HIGHER AND ADVANCED HIGHER EXAM DIET – ONGOING REVIEW OF DECISION  | 24 November 2020 17:13 | Personal information                             | 38(1)(b)      |
| 11.1 | Attachment: Word document  |                        | Personal information<br>Information not in scope | 38(1)(b)      |
| 12   | Email: RE: 2021 HIGHER AND ADVANCED HIGHER EXAM DIET – ONGOING REVIEW OF DECISION  | 24 November 2020 16:59 | Personal information                             | 38(1)(b)      |
| 12.1 | Attachment: Word document  |                        | See Enclosure 11.1                               |               |
| 13   | Email: FW: 2021 HIGHER AND ADVANCED HIGHER EXAM DIET – ONGOING REVIEW OF DECISION  | 26 November 2020 07:25 | Personal information                             | 38(1)(b)      |
| 13.1 | Attachment: Word document  |                        | Information not in scope                         | -             |
| 13.2 | Attachment: Word document  |                        | Information not in scope                         | -             |
| 14   | Email: RE: Examsholding lines  | 26 November 2020 14:43 | Personal information                             | 38(1)(b)      |
| 15   | Email: RE: For clearance: Highers/A Highers - holding lines  | 26 November 2020 18:41 | Personal information                             | 38(1)(b)      |
| 16   | RE: SQA's 'delusional' advice to learn new instrument is attacked   Tes  | 27 November 2020 17:10 | Personal information                             | 38(1)(b)      |
| 16.1 | Attachment: Word document  |                        | -  | -             |
| 17   | Email: RE: FOR CLEARANCE: media query - music exams - The i  | 27 November 2020 19:52 | Personal information                             | 38(1)(b)      |
| 18   | Briefing note  | 30 November 2020       | Information not in scope                         | -             |
| 19   | Email: FW: Qualifications Contingency Group meeting - Friday 4 December 2020   | 01 December 2020 13:45 | Personal information                             | 38(1)(b)      |
| 20   | Briefing note  | 02 December 2020       | Information not in scope                         | -             |
| 21   | Email: RE: Request for DFM Diary Slots - Rapid engagement with learners on this year's Higher and Advance Higher exam diet | 02 December 2020 15:48 | Personal information                             | 38(1)(b)      |

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|------|---|------------------------|--|------------------------|
| 22   | Email: RE: Qualifications Contingency Group meeting - Friday 4 December 2020 - draft Agenda   | 02 December 2020 17:10 | Personal information   | 38(1)(b)               |
| 23   | Email: Briefing - Meeting between DFM and S5 and S6 pupils undertaking Higher and Advanced Higher courses in the 2020-21 school year - 04.12.20 | 03 December 2020 17:17 | Personal information   | 38(1)(b)               |
| 23.1 | Attachment: Word document   |                        | Teleconference details<br>Personal information<br>Information not in scope | 30(c)<br>38(1)(b)<br>- |
| 24.  | Email: RE: Meeting between the Deputy First Minister and Cabinet Secretary for Education and Skills and S5 S6 learners - FAQ - 4.12.20          | 03 December 2020 17:17 | Personal information   | 38(1)(b)               |
| 24.1 | Attachment: Word document   |                        | Teleconference details   | 30(c)                  |
| 25   | Email: RE: Confidential: statement on Tuesday   | 04 December 2020 16:10 | Personal information   | 38(1)(b)               |
| 25.1 | Attachment: Word document   |                        |  |                        |
| 26   | Email: RE: Interview bid/lines for clearance: Labour/Lib Dem calls for exams to be cancelled - STV/Morning Star/Express                         | 06 December 2020 12:57 | Personal information   | 38(1)(b)               |
| 27   | Email: RE: Briefing to support statement  | 07 December 2020 09:37 | Personal information<br>Information not in scope                           | 38(1)(b)<br>-          |
| 28   | Email: RE: IMMEDIATE: REQUEST FOR SUPPORT AROUND ADDITIONAL WORKLOAD ARISING FROM THE ALTERNATIVE CERTIFICATION MODEL FOR SQA QUALIFICATIONS    | 07 December 2020 09:39 | Personal information<br>Information not in scope                           | 38(1)(b)<br>-          |
| 29   | Email: FW: IMMEDIATE: REQUEST FOR SUPPORT AROUND ADDITIONAL WORKLOAD ARISING FROM THE ALTERNATIVE CERTIFICATION MODEL FOR SQA QUALIFICATIONS    | 07 December 2020 10:19 | Personal information<br>Information not in scope                           | 38(1)(b)<br>-          |
| 29.1 | Attachment: Word document   |                        | Information not in scope   | -                      |
| 30   | Email: RE: REQUEST FOR SUPPORT AROUND ADDITIONAL WORKLOAD ARISING FROM THE ALTERNATIVE CERTIFICATION MODEL FOR SQA QUALIFICATIONS               | 07 December 2020 10:41 | Personal information<br>Information not in scope                           | 38(1)(b)               |

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| 31     | Email: RE: SCANCE - Highersand Advanced Highers  | 07 December 2020 11:58 | Personal information   | 38(1)(b)                  |
| 31.1   | Attachment: Word document  |                        | Ministerial communications<br>Information not in scope                         | 29(1)(b)<br>-             |
| 32     | Email: RE: Education Statement   | 07 December 2020 12:56 | Personal information   | 38(1)(b)                  |
| 32.1   | Attachment: Email: URGENT - 2021 HIGHER AND ADVANCED HIGHER EXAM DIET – ONGOING REVIEW OF DECISION | 03 December 2020 21:09 | Personal information   | 38(1)(b)                  |
| 32.1.1 | Attachment: Word document  |                        | Personal information<br>Ministerial communications<br>Information not in scope | 38(1)(b)<br>29(1)(b)<br>- |
| 33     | Email: FW: SCANCE - Highersand Advanced Highers  | 07 December 2020 12:36 | Personal information   | 38(1)(b)                  |
| 33.1   | Attachment: Word document  |                        | See Enclosure 31.1   |                           |
| 34     | Email: RE: Key linesfor inclusion  | 07 December 2020 13:13 | Personal information   | 38(1)(b)                  |
| 34.1   | Attachment: Word document  |                        | Information not in scope   | -                         |
| 35     | Email: RE: Note for the First Minister on 2021 Higher and Advanced Higher Exam Diet                | 07 December 2020 14:02 | Ministerial communications<br>Personal information                             | 29(1)(b)<br>38(1)(b)      |
| 35.1   | Attachment: Word document  |                        | Ministerial communications   | 29(1)(b)                  |
| 36     | Email: FW: Official sensitive: Higher/Advance Higher National Qualifications                       | 07 December 2020 15:19 | Personal information<br>Information not in scope                               | 38(1)(b)<br>-             |
| 37     | Email: RE: Draft statement on education  | 07 December 2020 16:03 | Personal information   | 38(1)(b)                  |
| 37.1   | Attachment: Word document  |                        | Information not in scope   | -                         |
| 38     | Email: RE: Draft statement on education  | 07 December 2020 16:34 | Personal information   | 38(1)(b)                  |
| 38.1   | Attachment: Word document  |                        | Information not in scope   | -                         |
| 39     | Email: AO Template - Alternative Certification Model for SQA Qualifications - December 2020        | 07 December 2020 17:05 | Personal information<br>Information not in scope                               | 38(1)(b)<br>-             |

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| 39.1 | Attachment: Word document   |                        | Information not in scope  | -                          |
| 40   | Email: Immediate - 2021 Qualifications - Letter to SQA Chief Examiner   | 07 December 2020 17:45 | Personal information  | 38(1)(b)                   |
| 40.1 | Attachment: Draft letter to SQA Chief Examiner  |                        | -   | -                          |
| 41   | Email: RE: Amendment  | 07 December 2020 18:29 | Personal information  | 38(1)(b)                   |
| 42   | Email: Draft statement on education for Tuesday   | 07 December 2020 18:48 | Personal information  | 38(1)(b)                   |
| 42.1 | Attachment: Word document   |                        | Information not in scope  | -                          |
| 43   | Email: RE: LINE to clear pls: Media enquiry - Greens/ US4THEM - EXAMS    Cons - Attainment / CfE - The Herald, Express, Mail, Sun | 07 December 2020 19:28 | Personal information  | 38(1)(b)                   |
| 43.1 | Attachments: FOI 202000103109 response and spreadsheet  |                        | Published information   | 25(1)                      |
| 44   | Email: RE: AO support   | 07 December 2020 20:10 | Personal information  | 38(1)(b)                   |
| 44.1 | Attachment: Word document   |                        | Ministerial communications  | 29(1)(b)                   |
| 45   | Email: RE: Immediate - 2021 Qualifications - Letter to SQA Chief Examiner   | 07 December 2020 20:25 | Personal information  | 38(1)(b)                   |
| 45.1 | Attachment: PDF   |                        | -   | -                          |
| 46   | Email: FW: Draft statement on education   | 07 December 2020 22:24 | Personal information<br>Information not in scope                      | 38(1)(b)<br>-              |
| 47   | Briefing for Deputy First Minister  | 08 December 2020       | Personal information<br>Stakeholder views<br>Information not in scope | 38(1)(b)<br>30(b)(ii)<br>- |
| 48   | Email: RE: Higher/Advanced Higher Examination diet  | 08 December 2020 07:43 | Personal information  | 38(1)(b)                   |
| 49   | Email: FW: Draft statement on education for Tuesday   | 08 December 2020 09:11 | Personal information<br>Information not in scope                      | 38(1)(b)<br>-              |
| 49.1 | Attachment: Word document   |                        | See Enclosure 39.1  |                            |
| 50   | RE: Urgent: Call at 0840  | 08 December 2020 09:45 | Personal information<br>Information not in scope                      | 38(1)(b)<br>-              |

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|------|--|------------------------|--|----------------------|
| 50.1 | Attachment: Word document  |                        | Stakeholder views<br>Information not in scope      | 30(b)(ii)<br>-       |
| 51   | Email: RE: Note from DFM - National Qualifications in 2021/Teacher Funding | 08 December 2020 11:23 | Personal information<br>Ministerial communications | 38(1)(b)<br>29(1)(b) |
| 51.1 | Attachment: Word document  |                        | Ministerial communications                         | 29(1)(b)             |
| 52   | Email: FW: Draft statement on education for Tuesday                        | 08 December 2020 09:45 | Personal information<br>Information not in scope   | 38(1)(b)<br>-        |
| 53   | Email: FW: Letter from Fiona Robertson, Chief Executive, SQA               | 08 December 2020 12:47 | Personal information                               | 38(1)(b)             |
| 53.1 | Attachment: Letter   |                        | Information not in scope                           | -                    |
| 53.2 | Attachment: PDF  |                        | Information not in scope                           | -                    |
| 54   | Email: RE: Updated statement   | 08 December 2020 13:57 | Personal information<br>Information not in scope   | 38(1)(b)<br>-        |
| 54.1 | Attachment: Word document  |                        | Information not in scope                           | -                    |
| 55   | Email: FW: Draft Statement - for review                                    | 08 December 2020 15:41 | Personal information                               | 38(1)(b)             |
| 55.1 | Attachment: Word document  |                        | Information not in scope                           | -                    |
| 56   | Email: FW: Curriculum and Assessment Board                                 | 08 December 2020 16:37 | Personal information<br>Information not in scope   | 38(1)(b)<br>-        |
| 57   | Briefing note  | 09 December 2020       | Information not in scope                           | -                    |
| 58   | Email: FW: *PRESS RELEASE* National Parent Forum of Scotland               | 09 December 2020 08:55 | Personal information                               | 38(1)(b)             |
| 58.1 | Attachment: PDF  |                        | -  | -                    |
| 59   | Email: Teacher Panel Meeting - 9th December - Summary points               | 09 December 2020 12:29 | Personal information<br>Information not in scope   | 38(1)(b)<br>-        |
| 60   | Email: RE: URGENT - FM CDL call briefing update                            | 09 December 2020 12:39 | Personal information<br>Information not in scope   | 38(1)(b)<br>-        |

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|------|---|------------------------|--------------------------|----------|
| 60.1 | Attachment: Word document   |                        | Information not in scope | -        |
| 61   | Email: RE: Conservative Party Business: Education 091220          | 09 December 2020 15:01 | Personal information     | 38(1)(b) |
| 61.1 | Attachment: Word document   |                        | -                        | -        |
| 62   | Email: RE: FMQs out of hours - Exams - Deadline asap this evening | 09 December 2020 19:27 | Personal information     | 38(1)(b) |
| 62.1 | Attachment: Word document   |                        | -                        | -        |
| 63   | Email: RE: 2021 NIF - Section on the SQA support for assessment   | 09 December 2020 19:39 | Personal information     | 38(1)(b) |