

## ANNEX A

## 202100163050 and 202100163056: INDEX OF ENCLOSURES

No.	Description	Date	Explanation of redactions	Clause
01	Email: RE: Higher and Advanced Higher diet: next steps	03 December 2020 10:02	Personal information  Free and frank exchange of views  Information not in scope	38(1)(b)  30(b)(ii)  -
02	Email: RE: URGENT - RESTRICTED - SQA ACM -in strictest confidence	04 December 2020 14:54	Personal information	38(1)(b)
03	Email: RE: Workload Payments	04 December 2020 17:03	Personal information  Free and frank exchange of views  SQA operational information	38(1)(b)  30(b)(ii)  30(c)
03.1	Attachment: Word document		Policy development  Free and frank provision of advice  SQA financial information  Information not in scope	29(1)(a)  30(b)(i)  30(c)  -
04	Email: RE: Workload Payments	04 December 2020 17:10	Personal information  Information not in scope	38(1)(b)  -
05	Email: RE: IMMEDIATE: REQUEST FOR SUPPORT AROUND ADDITIONAL WORKLOAD ARISING FROM THE ALTERNATIVE CERTIFICATION MODEL FOR SQA QUALIFICATIONS	06 December 2020 23:09	-	
06	Calendar request: ACM - Payment Query	07 December 2020 09:50	Personal information  Teleconference details	38(1)(b)  30(c)
06.1	Attachment: Email: IMMEDIATE: REQUEST FOR	04 December 2020 17:54	Personal information	38(1)(b)

	SUPPORT AROUND ADDITIONAL WORKLOAD ARISING FROM THE ALTERNATIVE CERTIFICATION MODEL FOR SQA QUALIFICATIONS			
06.1.1	Attachment: Word document		Personal information  Policy development  Free and frank provision of advice  SQA financial information  Information not in scope	38(1)(b)  29(1)(a)  30(b)(i)  30(c)  -
06.2	Attachment: 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  Information not in scope	38(1)(b)  -
07	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	38(1)(b)
07.1	Attachment: Word document		See Enclosure 06.1.1	
08	Email: RE: IMMEDIATE: REQUEST FOR SUPPORT AROUND ADDITIONAL WORKLOAD ARISING FROM THE ALTERNATIVE CERTIFICATION MODEL FOR SQA QUALIFICATIONS	07 December 2020 10:23	Personal information  Information not in scope	38(1)(b)  -
09	Email: ACM - Payment Query	07 December 2020 10:46	Personal information	38(1)(b)
09.1	Attachment: Email: IMMEDIATE: REQUEST FOR SUPPORT AROUND ADDITIONAL WORKLOAD ARISING FROM THE ALTERNATIVE CERTIFICATION MODEL FOR SQA QUALIFICATIONS	04 December 2020 17:54	See Enclosure 06.1	

09.1.1	Attachment: Word document		See Enclosure 06.1.1	
09.2	Attachment: Email: RE: IMMEDIATE: REQUEST FOR SUPPORT AROUND ADDITIONAL WORKLOAD ARISING FROM THE ALTERNATIVE CERTIFICATION MODEL FOR SQA QUALIFICATIONS	07 December 2020 09:39	See Enclosure 06.2	
10	Email: RE: IMMEDIATE: REQUEST FOR SUPPORT AROUND ADDITIONAL WORKLOAD ARISING FROM THE ALTERNATIVE CERTIFICATION MODEL FOR SQA QUALIFICATIONS	07 December 2020 11:29	Personal information Source of legal advice	38(1)(b) 30(c)
11	Email: 201207 JS EDUCATION STATEMENT DRAFT 1212	07 December 2020 13:10	Personal information	38(1)(b)
11.1	Attachment: Word document		Personal information Free and frank advice Information not in scope	38(1)(b) 30(b)(i) -
12	Email: RE: Key lines for inclusion	07 December 2020 13:13	Personal information	38(1)(b)
12.1	Attachment: Word document		Personal information Information not in scope	38(1)(b) -
13	Email: RE: IMMEDIATE: REQUEST FOR SUPPORT AROUND ADDITIONAL WORKLOAD ARISING FROM THE ALTERNATIVE CERTIFICATION MODEL FOR SQA QUALIFICATIONS	07 December 2020 15:42	Personal information	38(1)(b)
14	Email: RE: Urgent - 2021 NQs - Exploring Extra Payments	07 December 2020 17:47	Personal information SQA financial information Information not in scope	38(1)(b) 30(c) -
15	Email: RE: AO support	07 December 2020 20:14	Personal information Ministerial communications	38(1)(b) 29(1)(b)

			SQA financial information	30(c)
16	AO Template – Alternative Certification Model for SQA Qualifications – December 2020 – DRAFT	08 December 2020	Personal information	38(1)(b)
			Free and frank advice	30(b)(i)
			SQA financial information	30(c)
			Legal advice	36(1)
			Information not in scope	-
17	Email: RE: Note from DFM - National Qualifications in 2021/Teacher Funding	08 December 2020 11:23	Personal information	38(1)(b)
			Ministerial communications	29(1)(b)
18	Email: FW: Draft statement on education for Tuesday	08 December 2020 11:30	Personal information	38(1)(b)
			Ministerial communications	29(1)(b)
			Free and frank exchange of views	30(b)(ii)
19	Email: FW: Letter from Fiona Robertson, Chief Executive, SQA	08 December 2020 12:47	Personal information	38(1)(b)
19.1	Attachment: N5 ACM		Information not in scope	-
20	Email: FW: Curriculum and Assessment Board - announcement on Highers and Advanced Highers and re-arranged CAB meeting	08 December 2020 16:37	Personal information	38(1)(b)
21	Email: RE: Discussion with Sally Loudon, COSLA	09 December 2020 14:44	Personal information	38(1)(b)
			Free and frank exchange of views	30(b)(ii)
			Information not in scope	-
22	Email: FW: National Qualifications payment	09 December 2020 15:12	Personal information	38(1)(b)
			Free and frank exchange of views	30(b)(ii)
23	Email: Immediate – Payment to Teachers and Lecturers to	09 December 2020 17:36	Personal information	38(1)(b)

	Support Assessment of National Qualifications			
23.1	Attachment: Word document		Personal information	38(1)(b)
			Free and frank exchange of views	30(b)(ii)
24	Email: FW: Immediate – Payment to Teachers and Lecturers to Support Assessment of National Qualifications	09 December 2020 17:38	Personal information	38(1)(b)
24.1	Attachment: Word document		See Enclosure 23.1	
25	Email: RE: Immediate – Payment to Teachers and Lecturers to Support Assessment of National Qualifications	10 December 2020 10:43	Personal information	38(1)(b)
25.1	Attachment: Word document		See Enclosure 23.1	
26	Email: FW: PQ - S5W-33932 - Deadline Date 16th December	10 December 2020 12:00	Personal information	38(1)(b)
27	Email: RE: URGENT - RESTRICTED - SQA ACM -in strictest confidence	11 December 2020 11:21	Personal information	38(1)(b)
			Free and frank exchange of views	30(b)(ii)
			Information not in scope	-
28	Email: RE: One off payment to secondary teachers to support exam replacement	11 December 2020 17:44	Personal information	38(1)(b)
			Information not in scope	-
29	Email: FW: Payments for Secondary teachers	14 December 2020 09:18	Free and frank exchange of views	30(b)(ii)
30	Email: RE: FMQ Brief Commission Request - Education- deadline 11am Monday 14th December	14 December 2020 09:53	Personal information	38(1)(b)
			Information not in scope	-
30.1	Attachment: Word document		Information not in scope	-
31	Email: RE: PQs -S5W-33896, S5W-33898, S5W-33899, S5W-33900, S5W-33901, S5W-33902 & S5W-33903 - PO deadline Tuesday 15 December	14 December 2020 09:54	Personal information	38(1)(b)
			Information not in scope	-
32	Email: RE: Communication to Directors of Education	14 December 2020 15:22	Personal information	38(1)(b)
				-

			Information not in scope	
33	Email: RE: PQs -S5W-33896, S5W-33898, S5W-33899, S5W-33900, S5W-33901, S5W-33902 & S5W-33903 - PO deadline Tuesday 15 December	14 December 2020 16:17	Personal information	38(1)(b)
34	Email: URGENT – Payment to Teachers and Lecturers to Support Assessment of National Qualifications	14 December 2020 18:52	Personal information	38(1)(b)
34.1	Attachment: Word document		Personal information	38(1)(b)
			Policy development	29(1)(a)
			Ministerial communications	29(1)(b)
			Free and frank provision of advice	30(b)(i)
			Free and frank exchange of views	30(b)(ii)
			Information not in scope	-
35	Catch-up and lost learning – Contribution from Scottish Government and Education Scotland	16 December 2020	Information not in scope	-
36	Email: NQ21 Group update on Higher and Advanced Higher	16 December 2020 17:00	Personal information	38(1)(b)
36.1	Attachment: Word document		Published information	25(1)
37	Email: FMQ Brief Commission Request - Education- deadline 11am Monday 21st December	17 December 2020 14:55	Personal information	38(1)(b)
			Information not in scope	-
37.1	Attachment: Word document		Information not in scope	-
38	Email: RE: URGENT – Payment to Teachers and Lecturers to Support Assessment of National Qualifications	18 December 2020 18:07	Personal information	38(1)(b)
38.1	Attachment: Word document		-	
39	RE: URGENT – Payment to Teachers and Lecturers to Support Assessment of National Qualifications	21 December 2020 08:24	Personal information	38(1)(b)
			Information not in scope	-

40	Email: Submission - payments to teachers and the impact of remote learning on the delivery of the alternative certification model	08 January 2021 17:57	Personal information Information not in scope	38(1)(b) -
40.1	Attachment: Word document		Personal information Policy development Information not in scope	38(1)(b) 29(1)(a) -
41	FW: Submission - payments to teachers and the impact of remote learning on the delivery of the alternative certification model	08 January 2021 18:05	Personal information	38(1)(b)
41.1	Attachment: Word document		See Enclosure 40.1	
42	Email: RE: Submission - payments to teachers and the impact of remote learning on the delivery of the alternative certification model	11 January 2021 12:05	Personal information Information not in scope	38(1)(b) -
42.1	Attachment: Word document		See Enclosure 40.1	
43	Email: FW: Ministerial Statement: COVID-19 Education Update 130121	12 January 2021 14:25	Personal information Information not in scope	38(1)(b) -
43.1	Attachment: Statement		Information not in scope	-
43.2	Attachment: Briefing		Information not in scope	-
44	Email: RE: SQA opening statement	13 January 2021 10:43	Personal information Information not in scope	38(1)(b) -
44.1	Attachment: Word document		Information not in scope	-
45	Email: RE: Ministerial Statement: COVID-19 Education Update	13 January 2021 10:54	Personal information Information not in scope	38(1)(b) -
45.1	Attachment: Statement		Information not in scope	-
45.2	Attachment: Briefing		See enclosure 44.1	
46	Email: RE: National Qualifications in 2021	07 January 2021 18:01	Personal information	38(1)(b)

			Teleconference details	30(c)
46.1	Attachment: Agenda		Information not in scope	-
46.2	Attachment: Notes 20201218		Personal information Information not in scope	38(1)(b) -
46.3	Attachment: Communications update 20210108		Information not in scope	-
46.4	Attachment: ES support for diet 2021		Information not in scope	-
46.5	Attachment: Appeals 20210108		Information not in scope	-
47	Email: National Qualifications 2021 - Update	18 January 2021 18:29	Personal information	38(1)(b)
47.1	Attachment: Word document		Information not in scope	-
48	Email: FMQ Brief Commission Request - Education- deadline 11am Monday 25th January	20 January 2021 13:11	Personal information Information not in scope	38(1)(b) -
48.1	Attachment: Word document		Information not in scope	-
49	Email: RE: SG comments on assessment options 1 and 2	20 January 2021 16:07	Personal information Information not in scope	38(1)(b) -
49.1	Attachment: Word document		Information not in scope	-
50	Email: SG comments on options 1 and 2	20 January 2021 17:39	Personal information Information not in scope	38(1)(b) -
50.1	Attachment: Word document		Information not in scope	-
51	Email: FMQ Brief Commission Request - Education- deadline 11am Monday 1st February	28 January 2021 14:21	Personal information Information not in scope	38(1)(b) -
51.1	Attachment: Word document		Information not in scope	-
52	RE: FOR MONDAY BRIEFING - payment to teachers marking coursework - deadline 0930 Monday	01 February 2021 10:55	Personal information	38(1)(b)

53	Email: FMQ Brief Commission Request - Education- deadline 11am Monday 8th February	03 February 2021 14:21	Personal information Information not in scope	38(1)(b) -
53.1	Attachment: Word document		Information not in scope	-
54	Email: RE: 2021 Qualifications - Advice to DFM on NQ21 Group - 12 February 2021	12 February 2021 15:38	Personal information Information not in scope	38(1)(b) -
55	Email: Submission - update on assessment of National Qualifications	12 February 2021 16:49	Personal information	38(1)(b)
55.1	Attachment: Word document		Personal information Information not in scope	38(1)(b) -
56	Email: RE: Submission - update on assessment of National Qualifications	13 February 2021 08:29	Personal information	38(1)(b)
57	Email: FW: Submission - update on assessment of National Qualifications	15 February 2021 08:30	Personal information	38(1)(b)
58	Email: RE: Submission - update on assessment of National Qualifications	15 February 2021 17:33	Personal information	38(1)(b)
59	Email: RE: Submission - update on assessment of National Qualifications	15 February 2021 17:52	Personal information	38(1)(b)
60	Email: RE: Submission - update on assessment of National Qualifications	15 February 2021 19:59	Personal information	38(1)(b)
61	Email: FW: FOR CLEARANCE: immediate - News release - First Minister - schools	16 February 2021 14:09	Personal information	38(1)(b)
62	Email: FW: Lib Dem Party Business Wednesday 170221	16 February 2021 20:29	Personal information Information not in scope	38(1)(b) -
62.1	Attachment: Briefing pack		Information not in scope	-
62.2	Attachment: Opening statement		Information not in scope	-
63	Email: FMQ Brief Commission Request - Education- deadline 11am Monday 22nd February	17 February 2021 12:40	Personal information Information not in scope	38(1)(b) -
63.1	Attachment: Word document		Information not in scope	-

64	Email: Briefing - DFM introductory discussion with members of the Education Youth Recovery Panel 04.02.21	03 February 2021 17:31	Personal information	38(1)(b)
64.1	Attachment: Word document		Information not in scope	-
64.2	Attachment: PDF		Information not in scope	-
65	Email: RE: Payment to teachers	18 February 2021 20:35	Personal information	38(1)(b)
			Information not in scope	-
65.1	Attachment: Word document		Information not in scope	-
66	Standard text used in responses to correspondence from members of the public and MSPs		-	

**Enclosure 01 – Email: RE: Higher and Advanced Higher diet: next steps**

**From:** [Redacted s38(1)(b)]@gov.scot>  
**Date:** Thursday, 03 Dec 2020, 10:02 am  
**To:** [Redacted s38(1)(b)]@gov.scot>, [Redacted s38(1)(b)]@gov.scot>, [Redacted s38(1)(b)]@gov.scot>  
**Subject:** RE: Higher and Advanced Higher diet: next steps

Hi all

To follow up on the below as we're variously in and out of meetings this morning.

Key points

- Mostly covered by Graeme's email

[Redacted – not in scope]

Thanks

[Redacted s38(1)(b)]

**From:** [Redacted s38(1)(b)]@gov.scot  
**Sent:** 03 December 2020 09:34  
**To:** [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>  
**Subject:** FW: Higher and Advanced Higher diet: next steps

fi

**From:** Logan G (Graeme) <Graeme.Logan@gov.scot> **On Behalf Of** Director of Learning  
**Sent:** 03 December 2020 09:31  
**To:** Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Deputy First Minister and Cabinet Secretary for Education and Skills <DFMCSE@gov.scot>; McAllister C (Colin) <Colin.McAllister@gov.scot>; Gorman G (Gayle) <Gayle.Gorman@education.scotland.gov.scot>; Johnston P (Paul) <Paul.Johnston@gov.scot>  
**Subject:** Higher and Advanced Higher diet: next steps

DFM

[Redacted – not in scope] Mr Flanagan has had a call with Fiona Robertson this morning

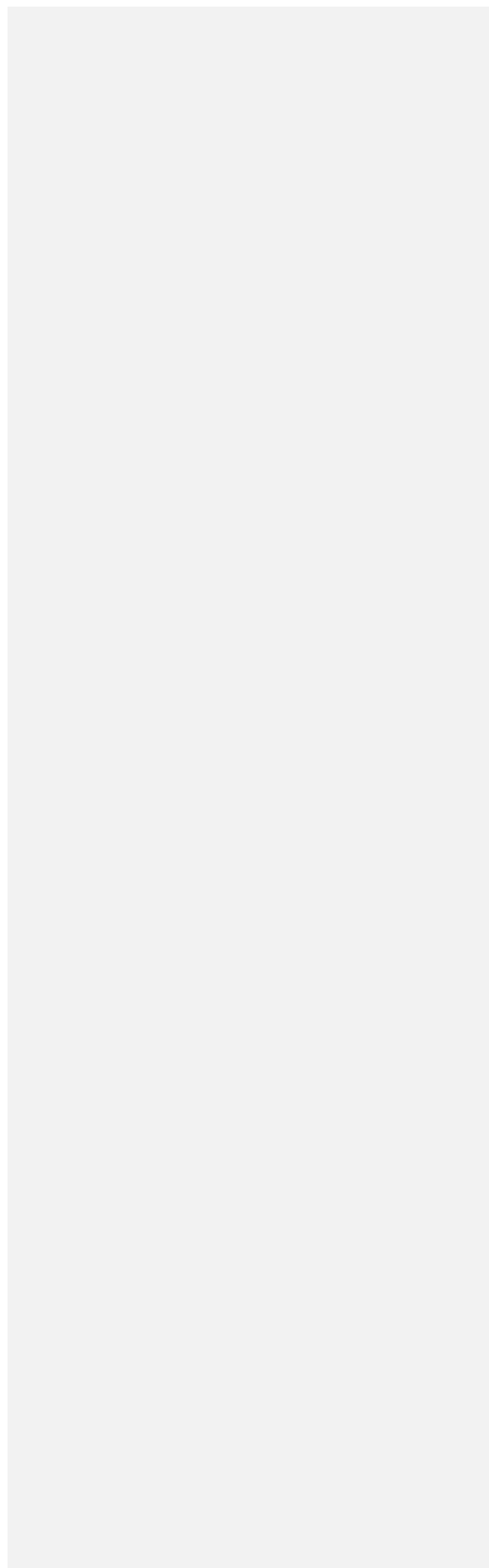
[Redacted s30(b)(ii)]

[Redacted – not in scope]

I am speaking with Fiona Robertson at 1030. We will provide further advice in due course.

Graeme Logan  
Director of Learning  
Scottish Government

Tel: 07[Redacted s38(1)(b)]



**Enclosure 02 – Email: RE: URGENT - RESTRICTED - SQA ACM -in strictest confidence**

[Note: the reference to £2.5k should read £2.5m]

**From:** [Redacted s38(1)(b)]@gov.scot  
**Sent:** 04 December 2020 14:54  
**To:** Pooley L (Linda) Dr <Linda.Pooley@gov.scot>; [Redacted s38(1)(b)]@gov.scot>  
**Cc:** Wilson M (Mick) <Mick.Wilson@gov.scot>  
**Subject:** RE: URGENT - RESTRICTED - SQA ACM -in strictest confidence

Linda, [Redacted s38(1)(b)]

Removing SFC and education for the minute, but adding Mick.

For College staffing, we know we have roughly 5,520 FTE teaching staff in 2018-19. Of this, 3,653 FTE are full-time, and 1,867 FTE are part-time.

I don't have any information on who would be eligible. However if we assume all and that the payment is pro-rate for PT, it could be £500k to £2.5k at a very rough estimate. More if it was not pro-rate.

Let's see what SFC come back with on this as they will have more intelligence on the sector.

Thanks  
[Redacted s38(1)(b)]

[Redacted s38(1)(b)] | Advanced Learning and Skills Analysis | Education Analytical Services  
The Scottish Government  
BB: 07 [Redacted s38(1)(b)] | Skype | [Redacted s38(1)(b)]@Gov.Scot

[Redacted s38(1)(b)]

Check out the new Scottish Government resource <https://www.studentinformation.gov.scot/>. Everything you need to know about student finance, including help for parents, carers and education professionals.



**From:** Martin Boyle  
**Sent:** 04 December 2020 14:26  
**To:** Pooley L (Linda) Dr ; Martin Fairbairn  
**Cc:** [Redacted s38(1)(b)]@gov.scot ; [Redacted s38(1)(b)]@gov.scot ; Pentland MK (Malcolm) ; [Redacted s38(1)(b)]@gov.scot ; [Redacted s38(1)(b)]@gov.scot ;  
Director of Advanced Learning and Science  
**Subject:** RE: URGENT - RESTRICTED - SQA ACM -in strictest confidence

Hi Linda – I am on it, will get back to you ASAP.

Martin

## Martin Boyle

Director | Stiùiriche  
Policy, Insight & Analytics | Poileasaidh, Lèirse agus Anailitics  
Scottish Funding Council | Comhairle Maoineachaidh na h-Alba  
t: (+44) 07[Redacted s38(1)(b)] e: martinboyle@sfc.ac.uk

Register online: [www.sfc.ac.uk](http://www.sfc.ac.uk) Follow us:      
*Please consider the environment before printing | Smaoinichibh air an Àrainneachd mus priont sibh seo.*

**From:** Linda.Pooley@gov.scot [mailto:Linda.Pooley@gov.scot]  
**Sent:** 04 December 2020 14:06  
**To:** Martin Fairbairn; Martin Boyle  
**Cc:** [Redacted s38(1)(b)]@gov.scot; [Redacted s38(1)(b)]@gov.scot; Malcolm.Pentland@gov.scot; [Redacted s38(1)(b)]@gov.scot; [Redacted s38(1)(b)]@gov.scot; DirectorofAdvancedLearningandScience@gov.scot  
**Subject:** URGENT - RESTRICTED - SQA ACM -in strictest confidence  
**Importance:** High

SFC – with apologies, but we need this this afternoon

We have been asked to urgently consider the potential for a one off payment ( between 100 and 500 pounds) for those college lecturers who may be required to do extra work and marking to deliver any alternative accreditation model for SQA accredited awards this year.

Are SFC able to give us ballpark figures for what this would cost in the college sector based on upper limits ( ie assuming all college lecturers would be entitled to this one way or another ) or based on your best estimate/information of numbers of college lecturers that this would actually affect ( I'm not sure how readily you might have that to hand)

We need to get initial advice to Ministers on this this evening so really need this asap and accepting it will be ballpark – if nothing else total number of lecture this could apply to /total number of college lecturers needed

Thanks and apologies again for rapidity

Linda

Dr Linda Pooley, Deputy Director, Colleges, Young Workforce and Scottish Funding Council Sponsorship : TEL: 0131 244 1234 MOB: 07[Redacted s38(1)(b)]

PA [Redacted s38(1)(b)] I T 0300 244 [Redacted s38(1)(b)] I E [Redacted s38(1)(b)]@gov.scot [Redacted s38(1)(b)]

**Enclosure 03 – Email: RE: Workload Payments**

**From:** Logan G (Graeme) <Graeme.Logan@gov.scot> **On Behalf Of** Director of Learning  
**Sent:** 04 December 2020 17:03  
**To:** [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>  
**Cc:** Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>  
**Subject:** RE: Workload Payments

Hi [Redacted s38(1)(b)]

I've made a few further tweaks/ tracked changes. Please use the attached version when finalising and sending up to Ministers ASAP.

Thanks again and very well done. Excellent work. Graeme.

**From:** [Redacted s38(1)(b)]@gov.scot  
**Sent:** 04 December 2020 17:01  
**To:** [Redacted s38(1)(b)]@gov.scot ; Director of Learning  
**Cc:** Pentland MK (Malcolm)  
**Subject:** RE: Workload Payments

Some quick reaction from SQA – it would be very difficult for them.

I'd suggest just lifting Mike's words – "SQA have indicated that there would be significant technical, logistical, contractual and resource challenges for them in facilitating such a payment."

[Redacted s30(b)(ii)]. For the purposes of the sub suggest you refer to significant technical, logistical and resource challenges that would need to be further explored in detail.

In addition, [Redacted s30(c)] our licencing arrangements for appointee payroll would not be sufficient to deal with additional volumes involved.

Sorry not more positive but would need to explore with [Redacted s38(1)(b)] on Monday to provide more detail.

**From:** [Redacted s38(1)(b)]@gov.scot>  
**Sent:** 04 December 2020 16:42  
**To:** Director of Learning <DirectorofLearning@gov.scot>; [Redacted s38(1)(b)]@gov.scot>  
**Cc:** Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>  
**Subject:** RE: Workload Payments

Ok – noted.

**From:** Logan G (Graeme) <Graeme.Logan@gov.scot> **On Behalf Of** Director of Learning  
**Sent:** 04 December 2020 16:41  
**To:** [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>  
**Cc:** Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>  
**Subject:** RE: Workload Payments

I'm on a call just now and would like to add a line so please hold off

Will come back in 10 mins

Graeme.

**From:** [Redacted s38(1)(b)]@gov.scot>  
**Sent:** 04 December 2020 16:39  
**To:** [Redacted s38(1)(b)]@gov.scot>; Director of Learning <DirectorofLearning@gov.scot>  
**Cc:** Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>  
**Subject:** RE: Workload Payments

Thanks [Redacted s38(1)(b)]. I can finalise the briefing and send up once we have clarity on that.

**From:** [Redacted s38(1)(b)]@gov.scot>  
**Sent:** 04 December 2020 16:37  
**To:** Director of Learning <DirectorofLearning@gov.scot>; [Redacted s38(1)(b)]@gov.scot>  
**Cc:** Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>  
**Subject:** RE: Workload Payments

I can drop Mike a line about the payment point.

Thanks

[Redacted s38(1)(b)]

**From:** Logan G (Graeme) <Graeme.Logan@gov.scot> **On Behalf Of** Director of Learning  
**Sent:** 04 December 2020 16:32  
**To:** [Redacted s38(1)(b)]@gov.scot>  
**Cc:** Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>; [Redacted s38(1)(b)]@gov.scot>  
**Subject:** RE: Workload Payments

Hi [Redacted s38(1)(b)]

Many thanks for your excellent work on this submission to Ministers at pace today. Please find attached my tracked changes. Grateful if you can consider these, finalise and send to DFM (copylist needed in the sub). Happy for this to come from you, [Redacted s38(1)(b)] or Malcolm.

I think most of [Redacted s38(1)(b)]'s points are covered, although I would ask you to ensure that her final bullet point is clear in the sub as this could be a significant mitigation. Can we check this with Mike Baxter?

Graeme.

**From:** [Redacted s38(1)(b)]@gov.scot>  
**Sent:** 04 December 2020 16:23  
**To:** Director of Learning <DirectorofLearning@gov.scot>  
**Cc:** Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>; [Redacted s38(1)(b)]@gov.scot>  
**Subject:** FW: Workload Payments

Hi Graeme

Hopefully most of the points have been covered off within the draft briefing but passing on the email below from [Redacted s38(1)(b)] for reference.

Happy to discuss any points within the briefing if helpful.

Best regards  
[Redacted s38(1)(b)]

**From:** [Redacted s38(1)(b)]@gov.scot>  
**Sent:** 04 December 2020 16:18  
**To:** [Redacted s38(1)(b)]@gov.scot>  
**Cc:** [Redacted s38(1)(b)]@gov.scot>  
**Subject:** Workload Payments

[Redacted s38(1)(b)]

- Pay and conditions for teachers are a matter for the SNCT to determine as is teachers' workload
- Any form of payment would normally be expected to go through SNCT
- [Redacted s30(b)(ii)]

Hope this is helpful

[Redacted s38(1)(b)]

2B North Victoria Quay  
EH6 6QQ

0131 244 [Redacted s38(1)(b)]  
07[Redacted s38(1)(b)]

**Enclosure 03.1 – Attachment: Word document**

Deputy First Minister and Cabinet Secretary for Education and Skills

**REQUEST FOR SUPPORT AROUND ADDITIONAL WORKLOAD ARISING FROM THE NATIONAL 5 ALTERNATIVE CERTIFICATION MODEL FOR SQA QUALIFICATIONS**

[Redacted – not in scope]

**Background**

1. The SQA National Qualifications 2021 Working Group with representatives from ADES, the EIS, SLS, SCIS, Colleges Scotland, and Education Scotland have developed an alternative assessment approach for National 5 courses in 2021. The model was considered at the main group today and received broad support for the approach from each of the stakeholders, with a consensus that it is as sound a model as possible and a view that it will work as a package of measures. However, a significant risk has been identified around the workload for teachers and lecturers associated with the application of this model and partners (particularly EIS but also SLS, with support from ADES) are now seeking additional measures and action in order to secure their continued support for delivery of the developed approach.
2. In particular, the following measures and actions have been requested:  
[Redacted – not in scope]
  - An extra work payment to reflect the additional work associated with the alternative assessment model.

[Redacted – not in scope]

**Extra Work Payment**

3. A call has also been made by EIS for an extra payment for secondary teachers to support the additional work associated with the alternative certification model – marking and QA work which can include cross-marking and dialogue within centres. This goodwill payment would recognise and acknowledge that in the absence of exams, teachers will be doing additional work to ensure that pupils get the grades they deserve. [Redacted s30(b)(i)] we may be able to say that savings the SQA have made in the absence of an exam diet will be used to fund this payment to teachers instead. Informal feedback from EIS is that this would significantly diffuse any negative reaction to the additional workload of teachers, although there has been no discussion with them on the level of any payment. There is precedent in paying teachers for directly assessing elements of final qualifications. For example, payments were made for the elements of Standard Grade courses which teachers assessed (eg the ‘talking’ component of Standard Grade English). The payments were very modest.

4. It may be that any decision to make such payments would need to go through SNCT, [Redacted s30(b)(i)]
5. There are also risks associated with making any additional payment to teachers this year:

[Redacted s30(b)(i)]

6. [Redacted s30(b)(i)] such payments would be one-off and would be linked specifically to the additional work related to the National 5 alternative certification model (and also the Highers and Advanced Highers should the decision be taken to cancel these exams and move to a similar model) [Redacted s30(b)(i)]
7. In addition to the above, consideration would also be needed around support for college lecturers and independent school teachers. [Redacted s29(1)(a)]
8. There are various options that could be considered should a decision be made that an additional payment is justified:
  - A payment linked to individual teacher workload on a per pupil basis
    - This would mean that the level of payment would be representative of the level of additional workload for each teacher.
    - This would reflect a similar approach to that which SQA use for external markers who are paid for each script marked [Redacted s30(c)].
    - However, this approach would be extremely difficult to manage.
  - A flat payment to each secondary teacher (and potentially college lecturers and independent school teachers)
    - This approach would not necessarily be representative of individual teacher workload but would provide a level of recognition of the additional work being undertaken.
9. On the basis of the above, if a payment is to be considered, a flat payment would be recommended.
10. Potential options for a flat payment would be:
  - £100 Flat Payment
    - this would represent approximately 7 hours work based on the SQA hourly rate for remote markers.
    - this could result in a budgetary requirement of at least £2.9m (not including independent teachers).
  - £200 Flat Payment
    - this would represent approximately 14 hours work based on the SQA hourly rate for remote markers.
    - this could result in a budgetary requirement of at least £5.8m (not including independent teachers).
  - £500 Flat Payment

- this would represent approximately 35 hours work based on the SQA hourly rate for remote markers.
- [Redacted s30(b)(i)] we can attribute this payment to specific extra work to deliver national qualifications in the absence of exams.
- this could result in a significant budgetary requirement of at least £14.5m (not including independent teachers), therefore in excess of the savings SQA have made this year.

	Numbers*	£100	£200	£500
Secondary Teachers	23,500 FTE (2019 census)	£2,350,000	£4,700,000	£11,750,000
College Lecturers	5,520 FTE (2019)	£552,000	£1,104,000	£2,760,000
SCIS	?	?	?	?
Total		£2,902,000	£5,804,000	£14,510,000

\*There may some variability in these numbers which will lead to variability in the budgetary requirements.

#### Affordability

[Redacted s30(c)]

- In relation to the approach and scale of costs outlined above, the following are the key risks that need to be considered.
2. The delivery of financial balance by the Portfolio this year is predicated on continued tight control of all costs, and sufficient delivery of savings across the Portfolio. Options for flexibility are extremely limited. If you wish to pursue payments, we will urgently engage with our finance business partner. AO tests would need to be met and approval sought from Ms Forbes on Monday before any announcement on Tuesday. It may be possible to make the payments in the next financial year, using potential SQA savings (if these emerge).
- ~~12.~~13. Given the timescales there has been no engagement with COSLA/ local government on the potential for additional payments. Subject to your feedback, we could engage with COSLA in confidence on Monday. They are likely to want to take any proposals through their internal governance, including COSLA Leaders, which will not be possible if you are announcing this on Tuesday.  
[Redacted s30(b)(i)]

[Redacted – not in scope]

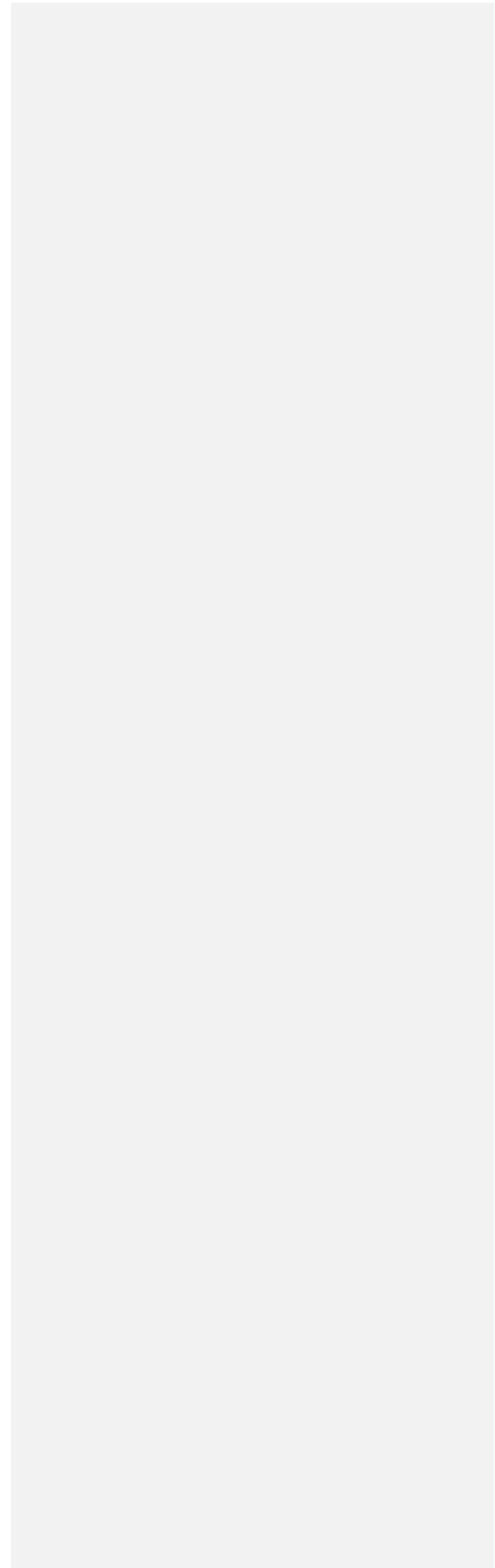
#### Conclusion and Recommendation

- ~~13.~~14. You are invited to note the above ~~concerns and advise whether you:~~advise a nd indicate whether you:

[Redacted – not in scope]

ii) wish to consider an extra payment for secondary teachers linked specifically to additional work associated with the National 5 alternative certification model (and any additional work for the Highers and Advanced Highers) on the basis of a one-off flat payment; and

[Redacted – not in scope]



**Enclosure 04 – Email: RE: Workload Payments**

**From:** Director of Learning <DirectorofLearning@gov.scot>  
**Sent:** 04 December 2020 17:10  
**To:** Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>  
**Subject:** RE: Workload Payments

Agreed - with Malcolm's addition

Graeme Logan  
Director of Learning  
Scottish Government

**From:** Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>  
**Date:** Friday, 04 Dec 2020, 5:08 pm  
**To:** [Redacted s38(1)(b)]@gov.scot>, [Redacted s38(1)(b)]@gov.scot>, Director of Learning <DirectorofLearning@gov.scot>  
**Subject:** RE: Workload Payments

Thanks [Redacted s38(1)(b)], yes, perhaps just add the following sentence at the end of your para:

*This is happening immediately but, at this, stage looks it to be an unlikely option.*

Malcolm

**From:** [Redacted s38(1)(b)]@gov.scot  
**Sent:** 04 December 2020 17:04  
**To:** [Redacted s38(1)(b)]@gov.scot ; Director of Learning  
**Cc:** Pentland MK (Malcolm)  
**Subject:** RE: Workload Payments

Are you content with the following?

[Redacted – not in scope]

Thanks  
[Redacted s38(1)(b)]

[See Enclosure 03 from email of 04 December 2020 17:01 for remainder of email chain]

**Enclosure 05 – Email: RE: IMMEDIATE: REQUEST FOR SUPPORT AROUND ADDITIONAL WORKLOAD ARISING FROM THE ALTERNATIVE CERTIFICATION MODEL FOR SQA QUALIFICATIONS**

**From:** Johnston P (Paul) <Paul.Johnston@gov.scot>  
**Sent:** 06 December 2020 23:09  
**To:** Permanent Secretary <PermanentSecretary@gov.scot>; DG Education, Communities & Justice <DGECJ@gov.scot>  
**Cc:** Permanent Secretary <PermanentSecretary@gov.scot>; Director of Learning <DirectorofLearning@gov.scot>  
**Subject:** RE: IMMEDIATE: REQUEST FOR SUPPORT AROUND ADDITIONAL WORKLOAD ARISING FROM THE ALTERNATIVE CERTIFICATION MODEL FOR SQA QUALIFICATIONS

Andy

Thanks for this. I am engaged - Graeme called me to discuss on Friday. We spoke about the need for the AO template to be worked up, as one way in which we can walk through the various AO issues. We also need to engage with finance colleagues.

Grateful if Graeme could confirm where we have got to tomorrow (Monday) and we'll keep in touch.

Ideally, any payments would come from SQA savings.

Paul

Sent with BlackBerry Work  
(www.blackberry.com)

**From:** Bruce A (Andrew) <Andrew.Bruce@gov.scot> on behalf of: Permanent Secretary <PermanentSecretary@gov.scot>  
**Date:** Friday, 04 Dec 2020, 6:12 pm  
**To:** DG Education, Communities & Justice <DGECJ@gov.scot>, Johnston P (Paul) <Paul.Johnston@gov.scot>  
**Cc:** Permanent Secretary <PermanentSecretary@gov.scot>  
**Subject:** FW: IMMEDIATE: REQUEST FOR SUPPORT AROUND ADDITIONAL WORKLOAD ARISING FROM THE ALTERNATIVE CERTIFICATION MODEL FOR SQA QUALIFICATIONS

Good evening Paul

I have shared the attached submission with Perm Sec but said I would follow up with you on the affordability/AO aspects implicit in the payment options being outlined. **Is there anything you think it worth sharing with her at this stage, other than as assurance that you are engaged?**

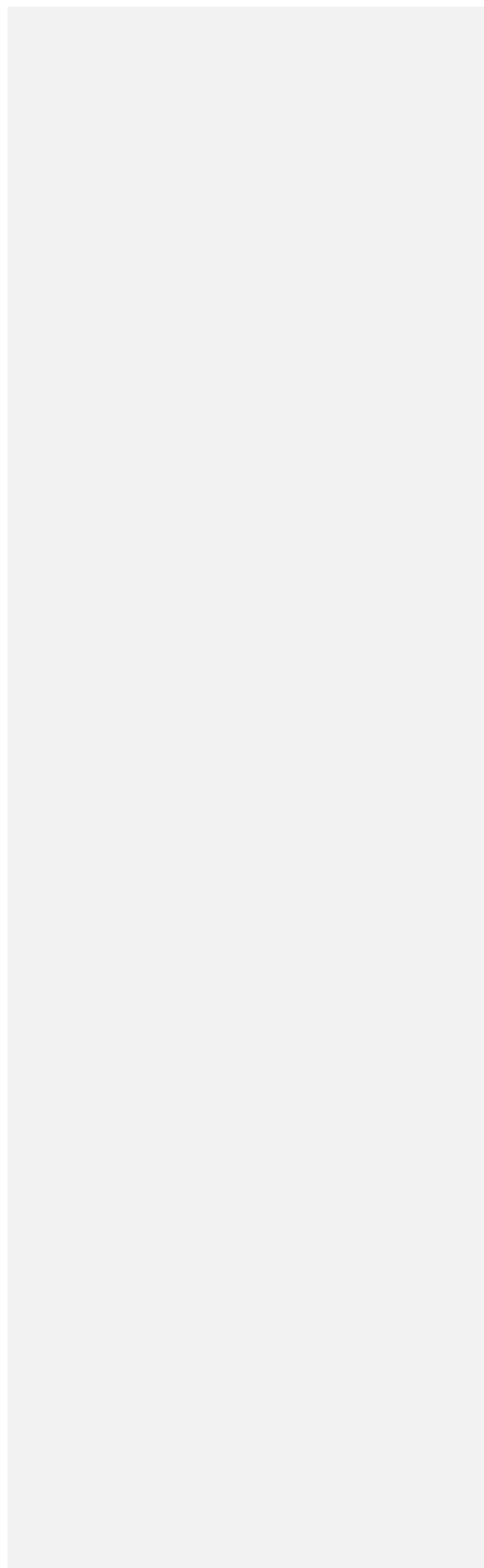
Thanks

Andy

**Andy Bruce**  
**Principal Private Secretary to the Permanent Secretary**  
**Scottish Government**

0131 244 0984  
andrew.bruce@gov.scot

[See Enclosure 06.1 for remainder of email chain]



**Enclosure 06 – Calendar request: ACM - Payment Query**

**From:** [Redacted s38(1)(b)]@gov.scot>

**Sent:** 07 December 2020 09:50

**To:** [Redacted s38(1)(b)]@gov.scot

**Subject:** ACM - Payment Query

**When:** 07 December 2020 11:30-12:00 (UTC+00:00) Dublin, Edinburgh, Lisbon, London.

**Where:** Skype Meeting

Hi [Redacted s38(1)(b)]

Can I give you a call around 11.30/45 to discuss this please?

Thanks

[Redacted s38(1)(b)]

---

[Redacted s30(c)]

**Enclosure 06.1 – Attachment: Email: IMMEDIATE: REQUEST FOR SUPPORT AROUND ADDITIONAL WORKLOAD ARISING FROM THE ALTERNATIVE CERTIFICATION MODEL FOR SQA QUALIFICATIONS**

**From:** [Redacted s38(1)(b)]@gov.scot>

**Sent:** 04 December 2020 17:54

**To:** Deputy First Minister and Cabinet Secretary for Education and Skills <DFMCSE@gov.scot>

**Cc:** Minister for Children and Young People <MinisterCYP@gov.scot>; Minister for Further Education, Higher Education and Science <MinisterFEHES@gov.scot>; Cabinet Secretary for Communities and Local Government <CabSecCLG@gov.scot>; Permanent Secretary <PermanentSecretary@gov.scot>; DG Education, Communities & Justice <DGECJ@gov.scot>; Director of Learning <DirectorofLearning@gov.scot>; Director of Advanced Learning and Science <DirectorofAdvancedLearningandScience@gov.scot>; Drought A (Andrew) <Andrew.Drought@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Anson S (Sam) <Sam.Anon@gov.scot>; Wilson M (Mick) <Mick.Wilson@gov.scot>; Pooley L (Linda) Dr <Linda.Pooley@gov.scot>; Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@environmentalstandards.scot>; McAllister C (Colin) <Colin.McAllister@gov.scot>; Communications DFM & Education <CommunicationsDFM&Education@gov.scot>; [Redacted s38(1)(b)]@gov.scot>

**Subject:** IMMEDIATE: REQUEST FOR SUPPORT AROUND ADDITIONAL WORKLOAD ARISING FROM THE ALTERNATIVE CERTIFICATION MODEL FOR SQA QUALIFICATIONS

PS/Deputy First Minister and Cabinet Secretary for Education and Skills

cc.as above

**REQUEST FOR SUPPORT AROUND ADDITIONAL WORKLOAD ARISING FROM THE ALTERNATIVE CERTIFICATION MODEL FOR SQA QUALIFICATIONS**

Please find attached a briefing for Immediate attention. This provides an update on concerns being raised by some stakeholders around additional workload arising from the alternative certification model for SQA qualifications, and advice on various options to address those concerns.

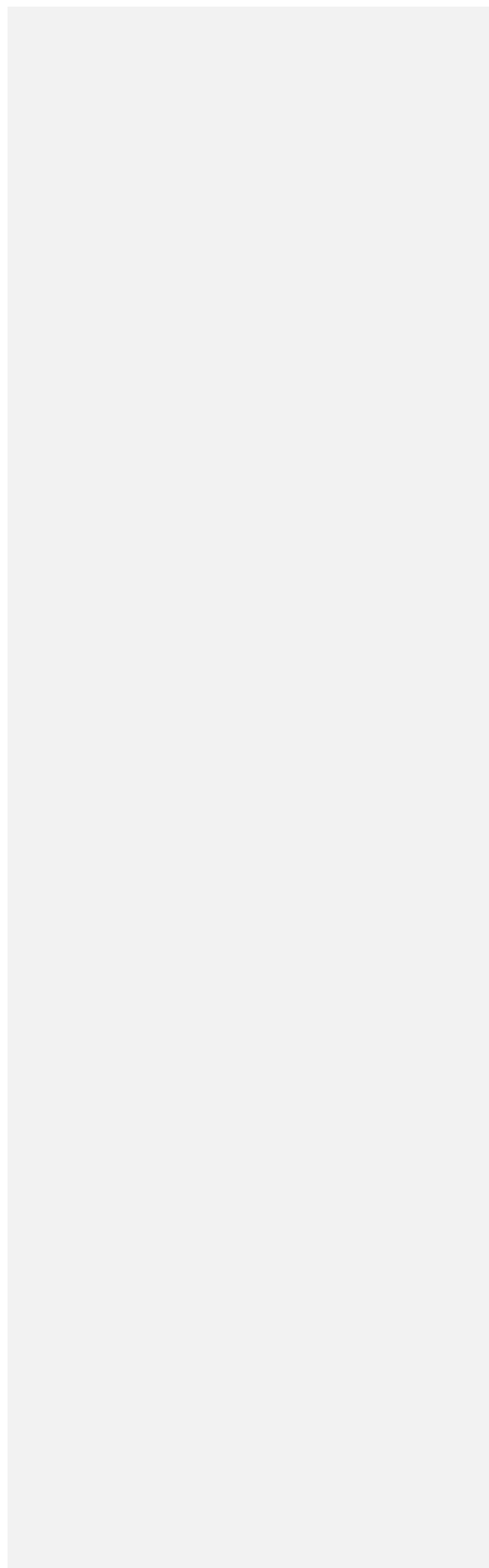
A decision is needed in advance of the planned statement to parliament on Tuesday 8 December. The SQA are now aiming to publish the alternative certification model on Tuesday 8 December. Without action on workload included in the statement, the EIS are unlikely to sign up to the model.

Best regards

[Redacted s38(1)(b)]

[Redacted s38(1)(b)], Learning Directorate, Scottish Government, Area 2B North, Victoria Quay,  
Edinburgh, EH6 6QQ  
✉ email: [Redacted s38(1)(b)]@gov.scot 📞 mobile: 07[Redacted s38(1)(b)] 🌐 url: [www.gov.scot](http://www.gov.scot)

[Redacted s38(1)(b)]



**Enclosure 06.1.1 – Attachment: Word document**

**Deputy First Minister and Cabinet Secretary for Education and Skills**

**REQUEST FOR SUPPORT AROUND ADDITIONAL WORKLOAD ARISING FROM THE ALTERNATIVE CERTIFICATION MODEL FOR SQA QUALIFICATIONS**

[Redacted – not in scope]

**Background**

1. The SQA National Qualifications 2021 Working Group with representatives from ADES, the EIS, SLS, SCIS, Colleges Scotland, and Education Scotland have developed an alternative assessment approach for National 5 courses in 2021. The model was considered at the main group today and received broad support for the approach from each of the stakeholders, with a consensus that it is as sound a model as possible and a view that it will work as a package of measures. However, a significant risk has been identified around the workload for teachers and lecturers associated with the application of this model and partners (particularly EIS but also SLS, with support from ADES) are now seeking additional measures and action in order to secure their continued support for delivery of the developed approach.
2. In particular, the following measures and actions have been requested:  
[Redacted – not in scope]
  - An extra work payment to reflect the additional work associated with the alternative assessment model.

[Redacted – not in scope]

**Extra Work Payment**

3. A call has also been made by EIS for an extra payment for secondary teachers to support the additional work associated with the alternative certification model – marking and QA work which can include cross-marking and dialogue within centres. This goodwill payment would recognise and acknowledge that in the absence of exams, teachers will be doing additional work to ensure that pupils get the grades they deserve.
4. [Redacted s30(b)(i)] we may be able to say that savings the SQA have made in the absence of an exam diet will be used to fund this payment to teachers instead. Informal feedback from EIS is that this would significantly diffuse any negative reaction to the additional workload of teachers, although there has been no discussion with them on the level of any payment. There is precedent in paying teachers for directly assessing elements of final qualifications. For example, payments were made for the elements of Standard Grade courses which teachers assessed (e.g. the 'talking' component of Standard Grade English). The payments were very modest.

5. It may be that any decision to make such payments would need to go through SNCT, [Redacted s30(b)(i)].
6. There are also risks associated with making any additional payment to teachers this year:

[Redacted s30(b)(i)]

7. [Redacted s30(b)(i)] such payments would be one-off and would be linked specifically to the additional work related to the National 5 alternative certification model (and also the Highers and Advanced Highers should the decision be taken to cancel these exams and move to a similar model) rather than any suggestion of a generic 'bonus'.

[Redacted s30(b)(i)]

8. In addition to the above, consideration would also be needed around support for college lecturers and independent school teachers. [Redacted s29(1)(a)]

[Redacted – not in scope]

9. There are various options that could be considered should a decision be made that an additional payment is justified:
  - A payment linked to individual teacher workload on a per pupil basis
    - This would mean that the level of payment would be representative of the level of additional workload for each teacher.
    - This would reflect a similar approach to that which SQA use for external markers who are paid for each script marked [Redacted s30(c)].
    - However, this approach would be extremely difficult to manage.
  - A flat payment to each secondary teacher (and potentially college lecturers and independent school teachers)
    - This approach would not necessarily be representative of individual teacher workload but would provide a level of recognition of the additional work being undertaken.
10. On the basis of the above, if a payment is to be considered, a flat payment would be recommended.
11. Potential options for a flat payment would be:
  - £100 Flat Payment
    - this would represent approximately 7 hours work based on the SQA hourly rate for remote markers.
    - this could result in a budgetary requirement of at least £2.9m (not including independent teachers).
  - £200 Flat Payment

- this would represent approximately 14 hours work based on the SQA hourly rate for remote markers.
- this could result in a budgetary requirement of at least £5.8m (not including independent teachers).

- £500 Flat Payment
  - this would represent approximately 35 hours work based on the SQA hourly rate for remote markers.
  - [Redacted s30(b)(i)] we can attribute this payment to specific extra work to deliver national qualifications in the absence of exams.
  - this could result in a significant budgetary requirement of at least £14.5m (not including independent teachers), therefore in excess of the savings SQA have made this year.

12. The following table provides a summary of the budgetary impact of the above identified options.

	Numbers*	£100	£200	£500
Secondary Teachers	23,500 FTE (2019 census)	£2,350,000	£4,700,000	£11,750,000
College Lecturers	5,520 FTE (2019)	£552,000	£1,104,000	£2,760,000
SCIS	?	?	?	?
Total		£2,902,000	£5,804,000	£14,510,000

\*There may some variability in these numbers which will lead to variability in the budgetary requirements.

#### Affordability

[Redacted s30(c)]

13. In relation to the approach and scale of costs outlined above, the following are the key risks that need to be considered.
14. The delivery of financial balance by the Portfolio this year is predicated on continued tight control of all costs, and sufficient delivery of savings across the Portfolio. Options for flexibility are extremely limited. If you wish to pursue payments, we will urgently engage with our finance business partner. Accountable Officer tests would need to be met and approval sought from Ms Forbes on Monday before any announcement on Tuesday. It may be possible to make the payments in the next financial year, using potential SQA savings (if these emerge).
15. Given the timescales there has been no engagement with COSLA/ local government on the potential for additional payments. Subject to your feedback, we could engage with COSLA in confidence on Monday. They are likely to want to take any proposals through their internal governance, including COSLA

Leaders, which will not be possible if you are announcing this on Tuesday.  
[Redacted s30(b)(i)]

[Redacted – not in scope]

#### Conclusion and Recommendation

16. You are invited to note the above advice and indicate whether you:

[Redacted – not in scope]

ii) wish to consider an extra payment for secondary teachers linked specifically to additional work associated with the National 5 alternative certification model (and any additional work for the Highers and Advanced Highers) on the basis of a one-off flat payment; and

[Redacted – not in scope]

[Redacted s38(1)(b)]  
Curriculum, Qualifications & Gaelic Division

4 December 2020

Co py List :	For Action	For Comments	For Informatia,		
			Portfolio Interest	Consu kiterest	General Awareness
M i niste r for C hi ldre n a nd Y ou ng Peop le Minister for Further Education, Higher Education and Science Cabin et Secretary for Communities and Local Governme nt			X		
			X		
			X		

Permanent Secretary  
 DGEC&J  
 Director of Learning  
 Director for Advanced Learning & Science  
 Andy Drought  
 [Redacted s38(1)(b)]  
 [Redacted s38(1)(b)]  
 Sam Anson  
 Mick Wilson  
 Linda Pooley  
 Malcolm Pentland  
 [Redacted s38(1)(b)]  
 [Redacted s38(1)(b)]  
 [Redacted s38(1)(b)]  
 [Redacted s38(1)(b)]  
 [Redacted s38(1)(b)]  
 [Redacted s38(1)(b)]  
 [Redacted s38(1)(b)]  
 Colin McAllister  
 [Redacted s38(1)(b)]  
 Comms DFM

**Enclosure 06.2 – Attachment: Email: RE: IMMEDIATE: REQUEST FOR SUPPORT AROUND ADDITIONAL WORKLOAD ARISING FROM THE ALTERNATIVE CERTIFICATION MODEL FOR SQA QUALIFICATIONS**

**From:** [Redacted s38(1)(b)]@gov.scot> **On Behalf Of** Deputy First Minister and Cabinet Secretary for Education and Skills  
**Sent:** 07 December 2020 09:39  
**To:** [Redacted s38(1)(b)]@gov.scot>; Deputy First Minister and Cabinet Secretary for Education and Skills <DFMCSE@gov.scot>  
**Cc:** Minister for Children and Young People <MinisterCYP@gov.scot>; Minister for Further Education, Higher Education and Science <MinisterFEHES@gov.scot>; Cabinet Secretary for Communities and Local Government <CabSecCLG@gov.scot>; Permanent Secretary <PermanentSecretary@gov.scot>; DG Education, Communities & Justice <DGECJ@gov.scot>; Director of Learning <DirectorofLearning@gov.scot>; Director of Advanced Learning and Science <DirectorofAdvancedLearningandScience@gov.scot>; Drought A (Andrew) <Andrew.Drought@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Anson S (Sam) <Sam.Anson@gov.scot>; Wilson M (Mick) <Mick.Wilson@gov.scot>; Pooley L (Linda) Dr <Linda.Pooley@gov.scot>; Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@environmentalstandards.scot>; McAllister C (Colin) <Colin.McAllister@gov.scot>; Communications DFM & Education <CommunicationsDFM&Education@gov.scot>; [Redacted s38(1)(b)]@gov.scot>  
**Subject:** RE: IMMEDIATE: REQUEST FOR SUPPORT AROUND ADDITIONAL WORKLOAD ARISING FROM THE ALTERNATIVE CERTIFICATION MODEL FOR SQA QUALIFICATIONS  
**Importance:** High

Good morning

DFM has discussed this with Graeme Logan this morning. He has advised him to proceed on the basis that the Higher/Advanced Higher diet will not go ahead and will be replaced by an alternative certification model based on the Nat 5 approach.

Graeme will discuss with EIS [Redacted – not in scope] an additional payment to secondary teachers involved in assessment work. This will essentially be funded by the savings from not meeting the costs of marking exams.

Graeme is going to report back and these factors should be reflected in the statement being prepared.

Kind Regards  
[Redacted s38(1)(b)]

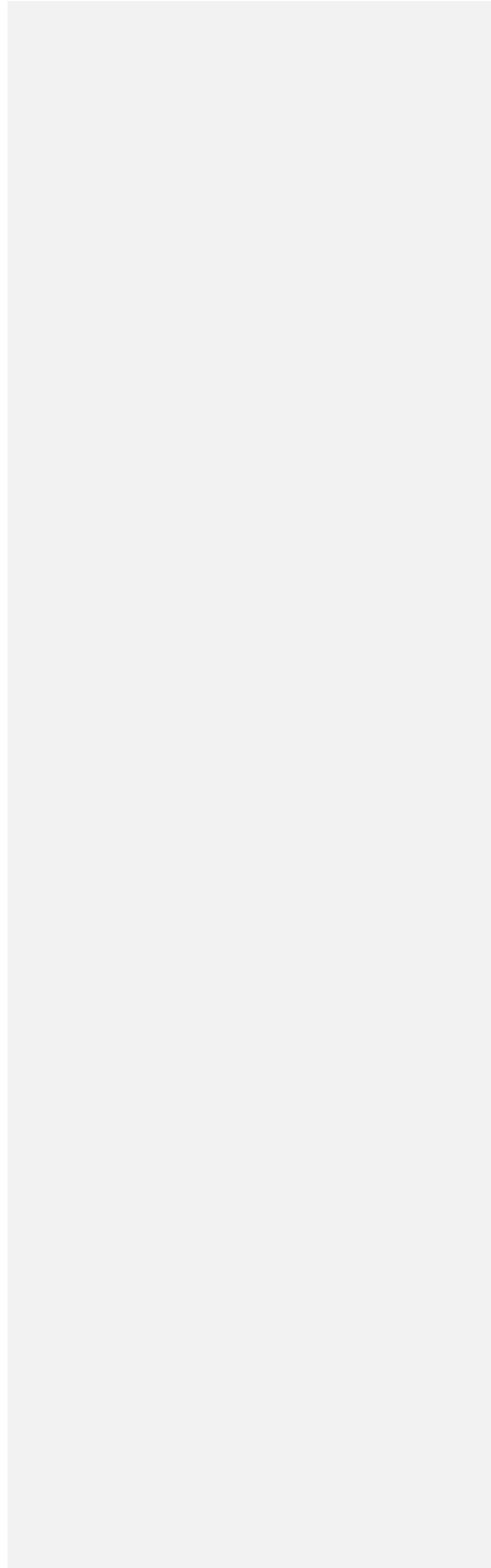
[Redacted s38(1)(b)] John Swinney MSP, Deputy First Minister and Cabinet Secretary for Education and Skills | The Scottish Government | Web: [www.gov.scot](http://www.gov.scot) |

☎ 0300 24 [Redacted s38(1)(b)] | Mobile: 0044 (0)7[Redacted s38(1)(b)] | Email: DFMCSE@gov.scot |  
[Redacted s38(1)(b)]@gov.scot  
5N.07 St Andrew's House | Regent Road | Edinburgh | EH1 3DG

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[See Enclosure 06.1 for remainder of email chain]



**Enclosure 07 – Email: FW: IMMEDIATE: REQUEST FOR SUPPORT AROUND ADDITIONAL WORKLOAD ARISING FROM THE ALTERNATIVE CERTIFICATION MODEL FOR SQA QUALIFICATIONS**

**From:** Johnston P (Paul) <Paul.Johnston@gov.scot>

**Sent:** 07 December 2020 10:19

**To:** DG Scottish Exchequer Mailbox <DGScottishExchequer@gov.scot>; Watson AA (Andrew) <Andrew.Watson@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>

**Cc:** DG Education, Communities & Justice <DGECJ@gov.scot>; Director of Learning <DirectorofLearning@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>

**Subject:** FW: IMMEDIATE: REQUEST FOR SUPPORT AROUND ADDITIONAL WORKLOAD ARISING FROM THE ALTERNATIVE CERTIFICATION MODEL FOR SQA QUALIFICATIONS

Alyson, [Redacted s38(1)(b)], Andrew, [Redacted s38(1)(b)]

I wanted to bring the attached submission to your attention for information at this stage – but to note that things could move very quickly indeed.

You'll see that the EIS are calling for an additional payment to be made to secondary teachers associated with the marking that they will do as part of an alternative certification model.

Some modelling is provided in the submission in relation to possible costs. Note that the SQA will make savings, and the costs may be in the same ballpark as the savings. However, the SQA's budget is historically far short of what they require each year.

I'm clear that further work on AO issues is needed, including work on affordability and the precedent that any payment would set.

I expect that the DFM will wish to engage with Ms Forbes shortly, though note that I have not yet seen any feedback from him on the submission so do not know his thinking at this stage. Grateful if our teams can work together to see if we can get this to an agreed position balancing the range of interests in play.

I'm copying Malcolm and [Redacted s38(1)(b)] who are leading in Learning Directorate.

Thanks

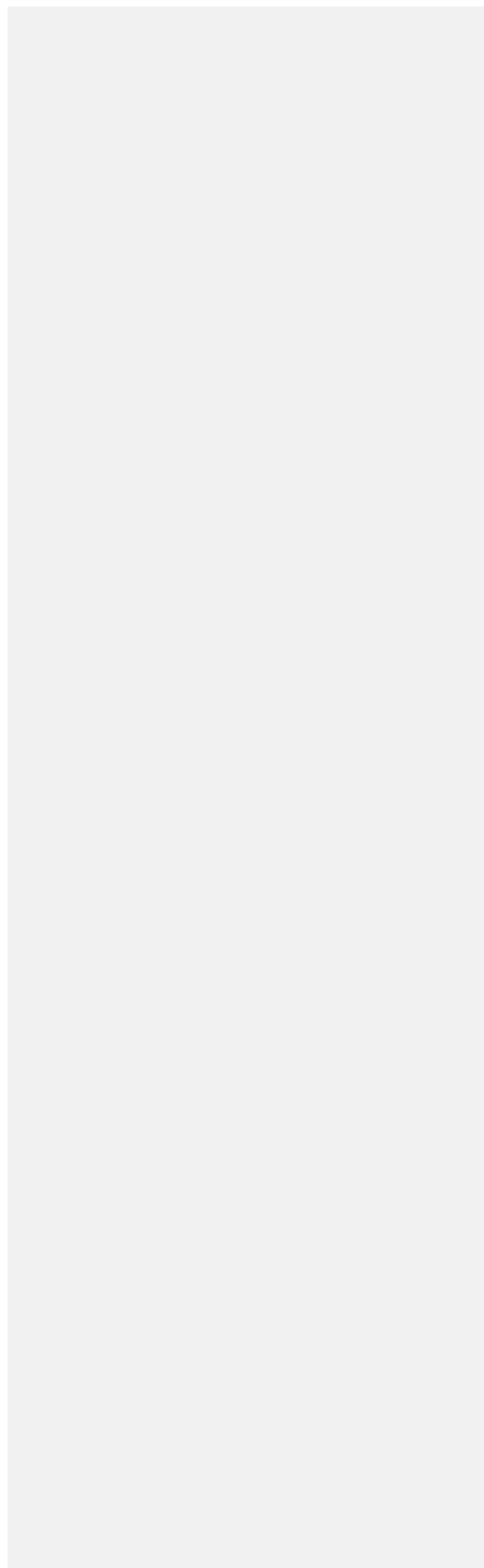
Paul

**Paul Johnston**  
Director General  
Education, Communities and Justice  
Scottish Government

Tel: 07[Redacted s38(1)(b)]

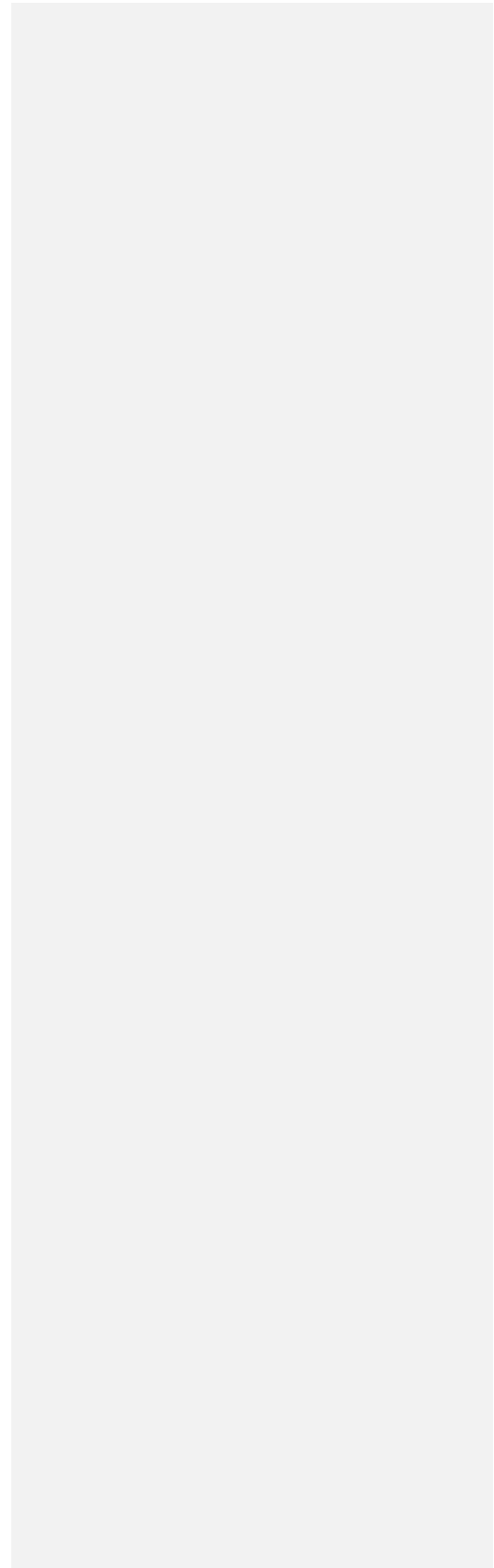
*I am sending this at a time that works for me. I'm not expecting a reply at a time that doesn't work for you.*

[See Enclosure 06.1 for remainder of email chain]



**Enclosure 07.1 – Attachment: Word document**

[See Enclosure 06.1.1]



**Enclosure 08 – Email: RE: IMMEDIATE: REQUEST FOR SUPPORT AROUND ADDITIONAL WORKLOAD ARISING FROM THE ALTERNATIVE CERTIFICATION MODEL FOR SQA QUALIFICATIONS**

**From:** Logan G (Graeme) <Graeme.Logan@gov.scot> **On Behalf Of** Director of Learning

**Sent:** 07 December 2020 10:23

**To:** [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Morrison E (Elizabeth) (Education Scotland) <Elizabeth.Morrison2@gov.scot>

**Subject:** FW: IMMEDIATE: REQUEST FOR SUPPORT AROUND ADDITIONAL WORKLOAD ARISING FROM THE ALTERNATIVE CERTIFICATION MODEL FOR SQA QUALIFICATIONS

**Importance:** High

Colleagues

Paul J is altering finance to this – we will need to start to prep a note to Ms Forbes on the potential costs (and with the AO template as per my earlier email).

Where we refer to the payment in the statement we will need a line to say ***‘we will work with SQA, local government, colleges and other employers on the best way to make this payment to secondary teachers and lecturers who deliver SQA National 5, higher and advanced higher courses’***

[Redacted – not in scope]

Thanks  
Graeme.

Thanks  
Graeme.

[See Enclosure 06.2 for remainder of email chain]

**Enclosure 09 – Email: ACM - Payment Query**

**From:** [Redacted s38(1)(b)]@gov.scot>

**Sent:** 07 December 2020 10:46

**To:** [Redacted s38(1)(b)]@gov.scot

**Subject:** ACM - Payment Query

**When:** 07 December 2020 11:00-11:30 (UTC+00:00) Dublin, Edinburgh, Lisbon, London.

**Where:** Skype Meeting

Hi [Redacted s38(1)(b)]

Can I give you a call around 11.30/45 to discuss this please?

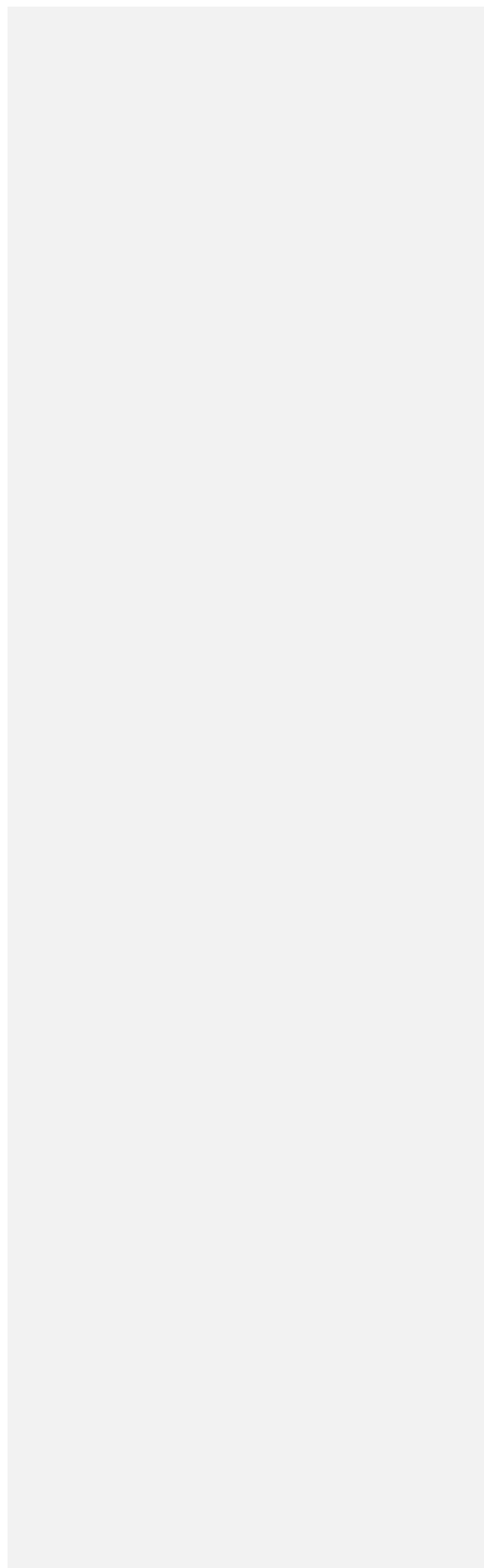
Thanks

[Redacted s38(1)(b)]

.....  
[Redacted s30(c)]

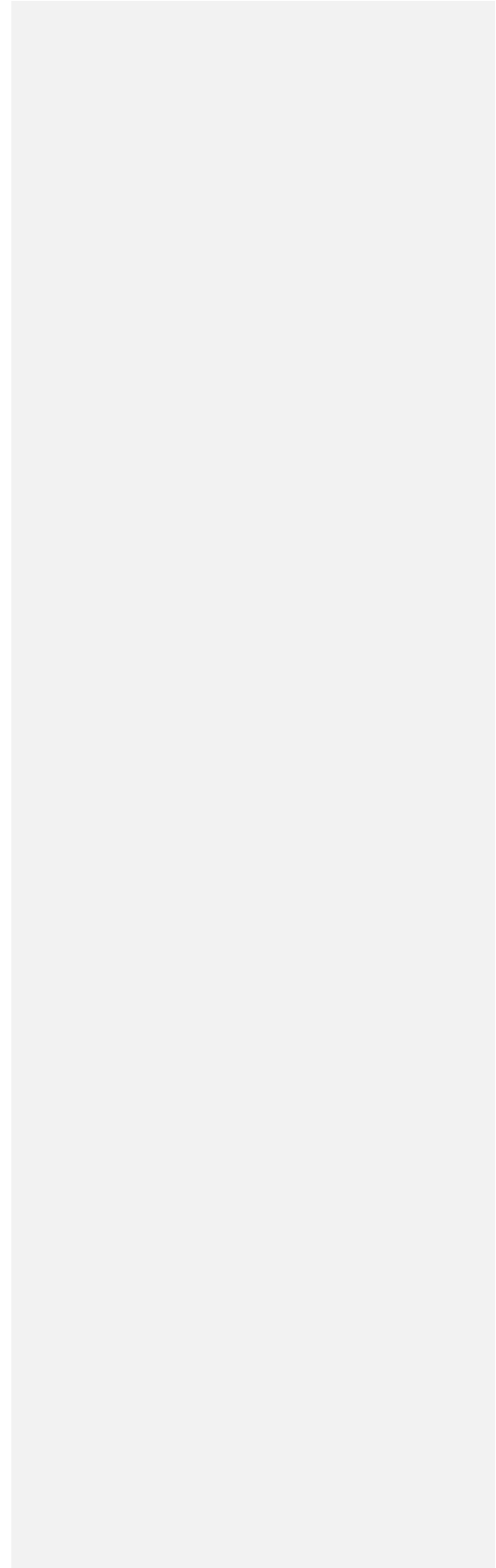
**Enclosure 09.1 – Attachment: Email: IMMEDIATE: REQUEST FOR SUPPORT  
AROUND ADDITIONAL WORKLOAD ARISING FROM THE ALTERNATIVE  
CERTIFICATION MODEL FOR SQA QUALIFICATIONS**

[See Enclosure 06.1]



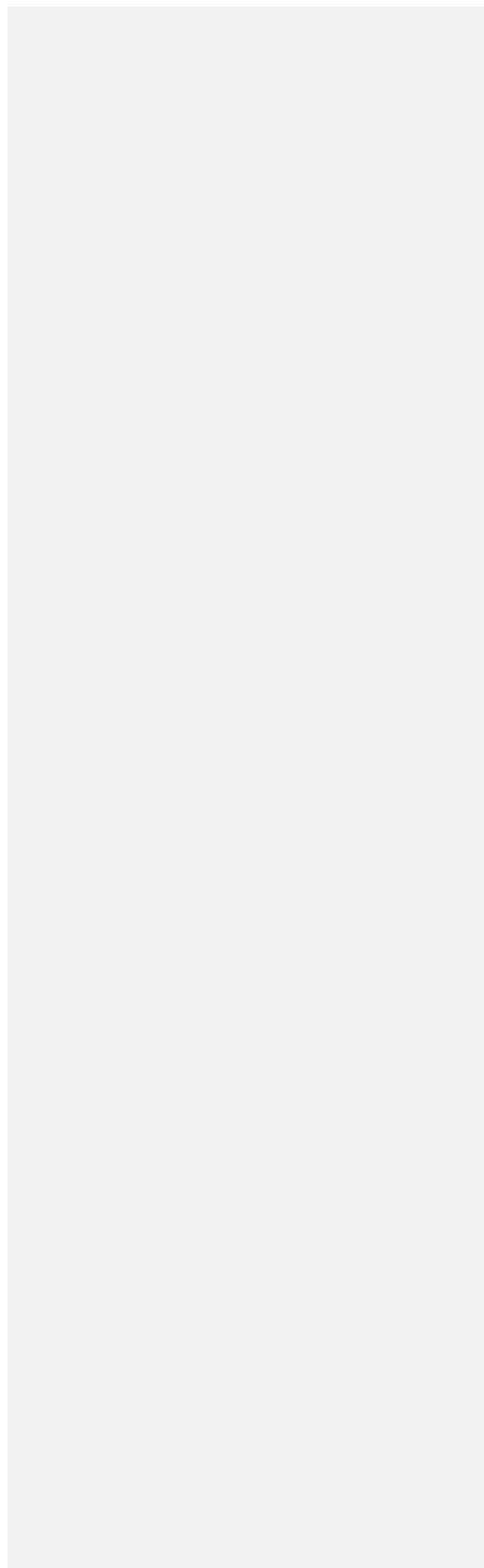
**Enclosure 09.1.1 – Attachment: Word document**

[See Enclosure 06.1.1]



**Enclosure 09.2 – Attachment: Email: RE: IMMEDIATE: REQUEST FOR SUPPORT AROUND ADDITIONAL WORKLOAD ARISING FROM THE ALTERNATIVE CERTIFICATION MODEL FOR SQA QUALIFICATIONS**

[See Enclosure 06.2]



**Enclosure 10 – Email: RE: IMMEDIATE: REQUEST FOR SUPPORT AROUND ADDITIONAL WORKLOAD ARISING FROM THE ALTERNATIVE CERTIFICATION MODEL FOR SQA QUALIFICATIONS**

**From:** Logan G (Graeme) <Graeme.Logan@gov.scot> **On Behalf Of** Director of Learning

**Sent:** 07 December 2020 11:29

**To:** Deputy First Minister and Cabinet Secretary for Education and Skills <DFMCSE@gov.scot>; [Redacted s38(1)(b)]@gov.scot>

**Cc:** Minister for Children and Young People <MinisterCYP@gov.scot>; Minister for Further Education, Higher Education and Science <MinisterFEHES@gov.scot>; Cabinet Secretary for Communities and Local Government <CabSecCLG@gov.scot>; Permanent Secretary <PermanentSecretary@gov.scot>; DG Education, Communities & Justice <DGECJ@gov.scot>; Director of Advanced Learning and Science <DirectorofAdvancedLearningandScience@gov.scot>; Drought A (Andrew) <Andrew.Drought@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Anson S (Sam) <Sam.Anson@gov.scot>; Wilson M (Mick) <Mick.Wilson@gov.scot>; Pooley L (Linda) Dr <Linda.Pooley@gov.scot>; Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@environmentalstandards.scot>; McAllister C (Colin) <Colin.McAllister@gov.scot>; Communications DFM & Education <CommunicationsDFM&Education@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]; [Redacted s38(1)(b)]

**Subject:** RE: IMMEDIATE: REQUEST FOR SUPPORT AROUND ADDITIONAL WORKLOAD ARISING FROM THE ALTERNATIVE CERTIFICATION MODEL FOR SQA QUALIFICATIONS

Colleagues

Larry Flanagan (EIS) has confirmed verbally that they are likely to sign up to the N5 alternative certification model (ACM) based on protecting remaining in-service day time for the ACM in secondary schools plus one additional payment for secondary teachers and college lecturers who deliver N5, higher and advanced higher courses, in acknowledgement of the additional work involved in the absence of the exam diet due to the pandemic. Whilst Mr Flanagan has confirmed this verbally in confidence, we do not have written assurance that this will be the EIS position.

I have discussed this further with DFM.

I would be grateful if we could share a draft version of the statement with DFM urgently and also progress the finance issues (AO template and note to Ms Forbes). We are awaiting [Redacted s30(c)] (adding [Redacted s38(1)(b)] and [Redacted s38(1)(b)] to the chain).

[See Enclosure 06.2 for remainder of email chain]

**Enclosure 11 – Email: 201207 JS EDUCATION STATEMENT\_DRAFT 1212**

**From:** [Redacted s38(1)(b)]@gov.scot>

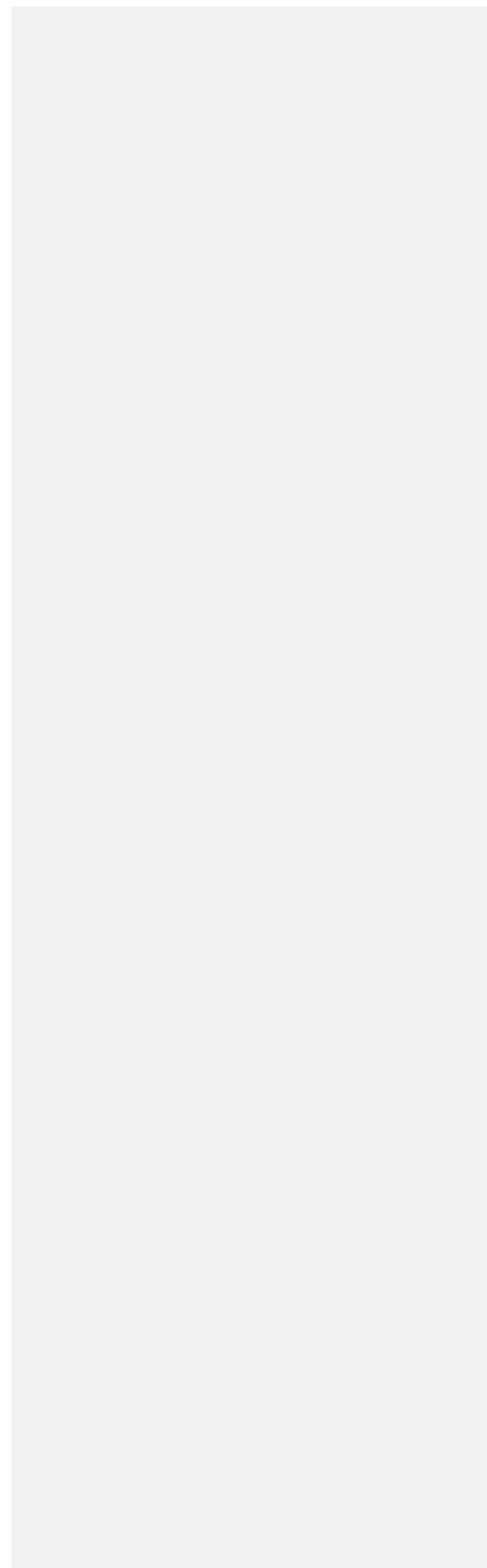
**Sent:** 07 December 2020 13:10

**To:** [Redacted s38(1)(b)]@gov.scot>

**Subject:** 201207 JS EDUCATION STATEMENT\_DRAFT 1212

Couple of minor points.

[Redacted s38(1)(b)]



**Enclosure 11.1 - Attachment: Word document**

[Redacted - not in scope]

However, to reflect the circumstances of this year and the needs of assessment in 2021 I am intending to offer a one off £9,000 rate of payment to all teachers and lecturers delivering NS, Higher and Advanced Higher courses this year. This one off goodwill payment recognises and acknowledges that in the absence of circumstances, teachers will be doing additional work to ensure that pupils get the grades they deserve. Savings that SQA have made in the absence of an assessment diet will be used to fund this payment to teachers.  
: instead. Comment from Redacted s38 1 b : Redacted s30(b)(i)] Further work will be undertaken with partners to ensure that this payment can be made in a timely manner.

[Redacted - not in scope]

**Commented** [LG(1): Colin - not sure about including this. But I think it would make sense to the public. We are not paying a bonus but making a payment to teachers to recognise that they are doing work SQA would normally do in these exceptional circumstances. There is precedent for this - teachers used to be paid for elements of Standard Grade courses that they assessed on behalf of SQA/ Scottish Exam Board. This will be covered in the sub to DFM today and the briefing pack.

**Enclosure 12 – Email: RE: Key lines for inclusion**

**From:** [Redacted s38(1)(b)]@gov.scot>  
**Sent:** 07 December 2020 13:13  
**To:** [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>  
**Subject:** RE: Key lines for inclusion

[Redacted s38(1)(b)],

Realise I have come back on the statement separately but a few thoughts noted in here too.

[Redacted s38(1)(b)]

[Redacted s38(1)(b)], Scottish Government, Area 2B North, Victoria Quay, Edinburgh EH6 6QQ. Call: 07[Redacted s38(1)(b)] Email: [Redacted s38(1)(b)]@gov.scot

[Redacted s38(1)(b)]



**From:** [Redacted s38(1)(b)]@gov.scot>  
**Sent:** 07 December 2020 12:24  
**To:** [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>  
**Subject:** Key lines for inclusion

Hi all

A starter for key points on the statement/decision tomorrow. Mostly taken from the statement or scance note.

If you could consider and refine and add detail where we have it to go in the pack for tonight please.

Thanks

[Redacted s38(1)(b)]

**Enclosure 12.1 – Attachment: Word document**

[Redacted – not in scope]

Payment

The system needs to buy into this approach, and to secure this I am minded to support calls for additional resource to meet the requirements of the new assessment approach.

This is a one off exceptional payment to support the delivery of additional work. [Comment from [Redacted s38(1)(b)]: “On delivery of ACM in the absence of exams only?”]

[It will be liable to tax]

[Redacted – not in scope]

**Enclosure 13 – Email: RE: IMMEDIATE: REQUEST FOR SUPPORT AROUND ADDITIONAL WORKLOAD ARISING FROM THE ALTERNATIVE CERTIFICATION MODEL FOR SQA QUALIFICATIONS**

**From:** [Redacted s38(1)(b)]@gov.scot>  
**Sent:** 07 December 2020 15:42  
**To:** Director of Learning <DirectorofLearning@gov.scot>  
**Cc:** Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>; [Redacted s38(1)(b)]@gov.scot>  
**Subject:** RE: IMMEDIATE: REQUEST FOR SUPPORT AROUND ADDITIONAL WORKLOAD ARISING FROM THE ALTERNATIVE CERTIFICATION MODEL FOR SQA QUALIFICATIONS

Thanks Graeme

There are some independent exam centres, but I don't think in the absence of exams they would be able to offer qualifications under the contingency approach (my understanding is they simply act as exam venues, no teaching so no professional judgement). I'll check with SQA what these centres did for awarding this year as I'm not sure how they could have done that either.

Otherwise yes I think the assumption is that all teachers and lecturers get the payment, it is simply a case of finding the most appropriate route to make the payment and that is what we will need to work on next.

[Redacted s38(1)(b)]

**From:** Logan G (Graeme) **On Behalf Of** Director of Learning  
**Sent:** 07 December 2020 15:38  
**To:** [Redacted s38(1)(b)]@gov.scot  
**Cc:** Pentland MK (Malcolm) ; [Redacted s38(1)(b)]@gov.scot  
**Subject:** RE: IMMEDIATE: REQUEST FOR SUPPORT AROUND ADDITIONAL WORKLOAD ARISING FROM THE ALTERNATIVE CERTIFICATION MODEL FOR SQA QUALIFICATIONS

Hi [Redacted s38(1)(b)]

I did mention the issue of independent school teachers and the need for them to get this payment, as this is additional work we require in order for NQs to be certified (rather than a bonus). I suspect that we will need to engage SCIS, SQA and possibly the registrar of independent schools in a discussion about how to do this, following the announcement (with support from Andy's team).

Are there any other categories of centres which administer N5, higher or advanced higher?

Thanks, Graeme.

**From:** [Redacted s38(1)(b)]@gov.scot>  
**Sent:** 07 December 2020 15:29  
**To:** Director of Learning <DirectorofLearning@gov.scot>

**Cc:** Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>; [Redacted s38(1)(b)]@gov.scot>

**Subject:** RE: IMMEDIATE: REQUEST FOR SUPPORT AROUND ADDITIONAL WORKLOAD ARISING FROM THE ALTERNATIVE CERTIFICATION MODEL FOR SQA QUALIFICATIONS

Hi Graeme

I should have picked this up earlier, but just checking that when additional payment to secondary teachers involved in assessment work is noted below, do we assume this is referring to all teachers and lecturers (state schools, colleges and independent schools)? Whilst numbers of teachers from independent schools was missing, they were included in the table alongside college lecturers. Did this come up when discussing with DFM?

The speech refers to all teachers and lecturers delivering and marking N5, H and AH courses.

Thanks

[Redacted s38(1)(b)]

[See Enclosure 06.2 for remainder of email chain]

**Enclosure 14 – Email: RE: Urgent - 2021 NQs - Exploring Extra Payments**

**From:** Fiona Robertson <fiona.robertson@sqa.org.uk>  
**Sent:** 07 December 2020 17:47  
**To:** Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>  
**Cc:** Director of Learning <DirectorofLearning@gov.scot>; Michael Baxter <Michael.Baxter@sqa.org.uk>; [Redacted s38(1)(b)]@sqa.org.uk; [Redacted s38(1)(b)]@sqa.org.uk  
**Subject:** RE: Urgent - 2021 NQs - Exploring Extra Payments

Malcolm

I have consulted colleagues on this. There are a number of issues to consider.

For N5, teachers and lecturers will be required to develop an assessment strategy and standardise across the department. There will then be marking and dealing with disruption (for example additional assessment for anyone who has missed one) and then the QA associated with this (professional discussions peer to peer within and across centres) prior to generating a provisional result.

Each subject will be different in terms of how long it takes to get an assessment strategy in place and the marking of each assessment and the associated QA. The size of the department, and the maturity in terms of experience within the department, may have an impact too. Therefore it is very difficult to quantify how much additional time would be spent in doing this - in short, it will vary. I would therefore consider it more appropriate that any payment made was presented as an exceptional one-off payment.

With regard to any payment process, if a flat payment is introduced, we need to be mindful that this proposed fee would be for work undertaken by teachers in their teaching capacity and not in an appointee role for SQA. [Redacted – not in scope]

Any *individualised* payment involving SQA would be complex and technically challenging, [Redacted – not in scope].

Finally, we would caution that the reference to [Redacted s30(c)] per script was an example previously provided last week based on an assumed number of scripts per hour but note that all scripts are paid at different script rates. The reference to [Redacted s30(c)] is correct but you should note that we have never published marker hourly rates in this way and I think any reference to this may only complicate or confuse matters in making any announcement.

I hope this is helpful.

Fiona

Fiona Robertson  
Chief Executive  
Scottish Qualifications Authority

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

The Optima Building, 58 Robertson Street, GLASGOW G2 8DQ | 24 Wester Shawfair, Lowden, Dalkeith, Midlothian EH22 1FD

**From:** Malcolm.Pentland@gov.scot

**Sent:** 07 December 2020 12:48

**To:** Fiona Robertson

**Cc:** DirectorofLearning@gov.scot

**Subject:** Urgent - 2021 NQs - Exploring Extra Payments

Fiona

As you know concerns were raised by some on the NQ21 Group about the workload implications for teachers and lecturers of delivering the ACM model developed for N5 (and potentially in relation to a similar model for H and AH should a decision be made to cancel those exams). In light of this, we have been exploring possible options.

One option, clearly favoured by EIS, was for an extra payment to be made to secondary teachers to support the additional work associated with the alternative certification model (ie for marking and QA work which can include cross-marking and dialogue within centres). This could in effect be a one-off goodwill payment made to recognise and acknowledge to recognise the additional work teacher would be undertaking in the absence of exams in order to ensure learners get the grades they deserve. We are aware that there is precedent in paying teachers for directly assessing elements of final qualifications and understand that payments were made for the elements of Standard Grade courses which teachers assessed (e.g. the 'talking' component of Standard Grade English). The payments for that work were very modest, and there has not been any discussion around the level expected for any payments in relation to the National 5 model. We are currently considering the position and, in particular, if a payment were made what level that should be at.

We are aware that SQA pay external markers for each script marked [Redacted s30(c)]. However, we would not propose to link individual teacher payments on a per script basis as this approach would be extremely difficult to manage and would not necessarily reflect any additional work associated with local quality assurance processes.

We are instead, considering a flat payment to each secondary teacher (and potentially college lecturers and independent school teachers). Whilst not necessarily representative of individual teacher workload, this would provide a level of recognition of the additional work being undertaken. Some potential options for a flat payment would be £100, £200, £400 or £500, representing respectively around 7, 14, 28 or 35 hours work based on the SQA hourly rate for remote markers.

To help inform any decisions around this, it would be very helpful if you could provide a broad estimate of how much additional work SQA envisage there being for teachers over and above their routine assessment approaches, in applying:

- the alternative certification model for **N5**;
- and, if Ministers were to cancel H and AH exams and request a similar ACM for H and AH, ACMs for **N5, H and AH**.

Such an estimate will help us in seeking to understand how a one-off payment might align with additional workload.

[Redacted – not in scope]

With apologies, but I would be very grateful for your views on this as soon as possible today.

Many thanks  
Malcolm

**Malcolm Pentland** | Deputy Director  
Curriculum, Qualifications and Gaelic Division | email: malcolm.pentland@gov.scot  
| tel:+44(0) 131 244 0047  
Learning Directorate | Area 2B North | Victoria Quay | Edinburgh | EH6 6QQ  
Buidheann-Stiùiridh an Ionnsachaidh | Raon 2B Tuath | Cidhe Bhictòria | Dùn Èideann | EH6 6QQ

**Enclosure 15 – Email: RE: AO support**

**From:** [Redacted s38(1)(b)]@gov.scot>  
**Sent:** 07 December 2020 20:14  
**To:** Director of Learning <DirectorofLearning@gov.scot>; Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>  
**Subject:** RE: AO support

Thanks both. I'll make those changes and send on.

And yes quite a day, back for more fun tomorrow! ☺

[Redacted s38(1)(b)]

**From:** Logan G (Graeme) **On Behalf Of** Director of Learning  
**Sent:** 07 December 2020 20:12  
**To:** [Redacted s38(1)(b)]@gov.scot ; Pentland MK (Malcolm)  
**Subject:** RE: AO support

Thanks [Redacted s38(1)(b)] – I suggest changes to the para shown below. [Redacted s30(c)]

Thank you for everything you have done today – an extraordinary date and an outstanding effort from you and members of your team. Graeme.

[Redacted s29(1)(b)]

**From:** [Redacted s38(1)(b)]@gov.scot>  
**Sent:** 07 December 2020 20:00  
**To:** Director of Learning <DirectorofLearning@gov.scot>; Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>  
**Subject:** AO support

To see a proposed note for DFM to send to Ms Forbes. I'll put it into a letter template.

Happy to take any comments.

Thanks

[Redacted s38(1)(b)]

**Enclosure 16 – AO Template – Alternative Certification Model for SQA Qualifications – December 2020 – DRAFT**

[Redacted – not in scope]

**Policy Questions**

The nature of the request (e.g. recruitment of staff, new infrastructure, IT system changes, etc.), and the expected problem (s) the proposals will mitigate:

On 7 October the Deputy First Minister announced that National 5 exams would be cancelled to create more space for the completion of learning and allow exams for Higher and Advanced Higher courses to take place on a slightly delayed timescale. Key partners have co-created an alternative assessment model for National 5 courses based on teacher judgement of learner attainment.

Education unions, who have been part of the co-creation process, have been clear that they can only back the adoption of this alternative assessment approach if additional resources are made available to compensate for additional teacher and lecturer workload. Without the support of the education unions it would be very difficult to adopt the planned assessment approach, and there are no viable alternatives that would not suffer from the same request.

A commitment was given to provide further clarity on whether the Higher and Advanced Higher exam diet would go ahead by February, or earlier if the evidence supported it. There has continued to be calls for clarity on the 2020/21 Higher and Advanced Higher examination diet. At this exceptional time, the key priority is to ensure a safe and fair approach to assessment for all learners. It is proposed that next year's Higher and Advanced Higher exam diet is cancelled, and replaced with an alternative certification model broadly similar to that developed for National 5 qualifications.

Stakeholders have stated a view that should the National 5 approach be expanded to Highers and Advanced Highers then there would be a further need for additional resources to support the process. To ensure continued support for delivery of the approach to certification, it is proposed that there should be a one-off exceptional payment to secondary teachers and college lecturers in recognition of the extraordinary work involved in delivering the alternative certification model for Highers and Advanced Highers in 2020/21. This goodwill payment would recognise and acknowledge that in the absence of exams in spring 2021, teachers will be doing additional work to ensure that learners get the awards they deserve.

Confidential discussions with the main education union identified a payment of £400 pro rata per teacher as the minimum amount required to reflect the additional workload. VFM was a key consideration in these discussions and the payment of £400 falls in the range previously modelled (£100-£500). It is clear that any level of payment below this amount would fail to secure support for the assessment approach.

Consideration has been given to the breadth of teachers and lecturers included for this proposed payment. As it is a payment to reflect additional work carried out in the assessment of N5, Higher, and Advanced Higher qualifications, and these qualifications are undertaken by learners across state schools, colleges and independent schools, it was not felt possible to exclude any teachers involved in this work from being eligible for this payment. The integrity of the approach to awarding relies on it working for all learners, and treating different elements of the education system differently may undermine this. [Redacted s30(b)(i)]

[Redacted – not in scope]

If already taken forward, why this needed an urgent response and what would have been the impact on the proposal/proposed mitigating action if this was delayed:

A commitment was given to a decision on the Higher and Advanced Higher examination diet by February 2021. There has been significant pressure from stakeholders to provide a clarity before then.

Cancelling the exams now will provide a level of certainty which is needed for learners, allowing greater time for development of clear guidance supporting teachers in gathering and assessing appropriate evidence to determine provisional results, and enabling the maximum amount of time to focus on the effective delivery of an alternative certification model in 2020/21.

The additional payment proposed would secure continued support of stakeholders for delivery of the developed approach.

[Redacted s30(b)(i)]

Under what budgetary and legislative powers were used to undertake the activity? (eg is the spend covered under the budget act and legislative powers of the Scottish Parliament). Please contact SGLD and finance for advice

[Redacted s36(1)]

Do you consider the spend to be novel or contentious? If so please contact your Finance Business Partner for advice

The spend is not considered to be novel or contentious as payment is usually made to Markers by the Scottish Qualifications Authority. [Redacted s30(b)(i)] such payments would be one-off and would be linked specifically to the additional work related to the National 5 and Higher and Advanced Higher alternative certification models.

[Redacted – not in scope]

**Finance Questions**

The total amount of funding needed and when it is needed:

Portfolio	DG	Directorate	Key Deliverable	Resource, Capital or Financial Transactions	2020/21 £'000	2021/22 £'000	2022/23 £'000	2023/24 £'000	2024/25 £'000	2025/26 £'000
		Learning	<p>Payments to all teachers and lecturers involved in delivering and marking N5, Higher and Additional Higher courses in 2020/21.</p> <p>This amount reflects a £400 per teacher (23,500 FTE state secondary, 5,520 FTE college lecturers), but currently excludes a figure for eligible teachers in independent schools. We do not <b>know</b> the number of independent school teachers, but have been provided an estimate of 2,700, which would add £1,080,000 to the resource ask.</p> <p><b>All</b> figures are subject to change depending on the final confirmation of the number of eligible teachers.</p>	£11,608,000 to £12,688,000		£11,608,000 to £12,688,000				

Savings Options to Mitigate Spend:

Portfolio	DG	Directorate	What spending is being reduced?	Resource, Capital or Financial Transactions	2020/21 £'000	2022/23 £'000	2023/24 £'000	2024/25 £'000	2025/26 £'000
		Learning	<p>The cancelling of the higher and advanced higher diet will lead to a reduction in costs to SQA, however, these will be offset to some degree by the cost of contingency measures. Officials are working with SQA to better understand these costs, but it is unlikely there will be significant savings that would fund the required amount.</p> <p>[Redacted s30(c)]</p> <p>A proportion of this spend would be returned to the SG via income tax revenues.</p>						

What mitigating options/actions have been explored in advance of this proposal to manage or absorb the request, including cutting costs and, reprioritising existing resources and budgets:

Savings should accrue to the SQA budget from the cancellation of the higher and advanced higher diet. These savings will be offset to some degree by the cost of the contingency measure. Work is underway to understand what the net position will be, however, there is a risk that whilst there may be net savings, they may be less than the cost of this additional payment.

What are the longer-term financial implications of this request, and how will these be funded from the business area:

[Redacted s30(b)(i)] Clear eligibility criteria will have to be set out, stating the nature and extent of involvement in the delivery of the alternative certification model will be required. It would be made clear that this is an exceptional, ex gratia payment in acknowledgement of the extraordinary additional work done in relation to the alternative certification model for National Qualifications in 2020/21, [Redacted s30(b)(i)]

What timeframe does this commitment cover (eg what date will the spend commence and when is it expected to end to the nearest month)

The expectation is that the commitment will be paid in financial year 2021/22, as that is when the work will occur. The details of the approach to enabling payments is being worked through with partners, but there will need to be clear evidence that any recipients have had to undertake this work to be eligible for the payment..

[Redacted – not in scope]

**Legal**

Any legal risks arising from the proposed spending and confirmation that these have been considered by SGLD:

[Redacted s36(1)]

**Declaration**

The above business case is judged as the best course of action to mitigate priority costs. All efforts have been made to resource activity from within current staffing and budgets, and options to acquire resource from other areas of the Scottish Government have been fully exhausted before requesting further resource.

	Signed	Date
--	--------	------

Director General		

The above business case has been reviewed by SG Finance who highlight the below comments:

It is noted that this is the initial situation, regarding £400 payments. There is on-going work to ensure value for money and that the payment is targeted as appropriate.

	Reviewed by	Date
Financial Management	[Redacted s38(1)(b)]	08/12/2020

[Redacted – not in scope]

**Enclosure 17 – Email: RE: Note from DFM - National Qualifications in 2021/Teacher Funding**

**From:** [Redacted s38(1)(b)]@gov.scot <[Redacted s38(1)(b)]@gov.scot> **On Behalf Of** Cabinet Secretary for Finance  
**Sent:** 08 December 2020 11:23  
**To:** Deputy First Minister and Cabinet Secretary for Education and Skills <DFMCSE@gov.scot>; Cabinet Secretary for Finance <CabSecFinance@gov.scot>  
**Cc:** Lloyd E (Elizabeth) <Elizabeth.Lloyd@gov.scot>; McAllister C (Colin) <Colin.McAllister@gov.scot>; McCaig C (Callum) <Callum.Mccaig@gov.scot>; [Redacted s38(1)(b)]@gov.scot; McLaren D (Douglas) <Douglas.McLaren@gov.scot>; Director of Budget and Public Spending <Directorofbudgetandpublicspending@gov.scot>; Director of Learning <DirectorofLearning@gov.scot>; Anson S (Sam) <Sam.Anson@gov.scot>; Drought A (Andrew) <Andrew.Drought@gov.scot>; Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>; [Redacted s38(1)(b)]@gov.scot; Morrison E (Elizabeth) (Education Scotland) <Elizabeth.Morrison2@gov.scot>; Cumming A (Alison) Early Learning & Childcare <Alison.Cumming@gov.scot>; DG Education, Communities & Justice <DGECJ@gov.scot>; Permanent Secretary <PermanentSecretary@gov.scot>  
**Subject:** RE: Note from DFM - National Qualifications in 2021/Teacher Funding

Hi [Redacted s38(1)(b)]

[Redacted s29(1)(b)]

Thanks

[Redacted s38(1)(b)]

[Redacted s38(1)(b)] **Cabinet Secretary for Finance**  
**The Scottish Government**

St Andrew's House | Regent Road|Edinburgh | EH1 3DG | **M:** 07[Redacted s38(1)(b)] |

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**From:** [Redacted s38(1)(b)]@gov.scot <[Redacted s38(1)(b)]@gov.scot> **On Behalf Of** Deputy First Minister and Cabinet Secretary for Education and Skills  
**Sent:** 07 December 2020 21:05  
**To:** Cabinet Secretary for Finance  
**Cc:** Deputy First Minister and Cabinet Secretary for Education and Skills ; Lloyd E (Elizabeth) ; McAllister C (Colin) ; McCaig C (Callum) ; [Redacted s38(1)(b)]@gov.scot ; McLaren D (Douglas) ; Director of Budget and Public Spending ; Director of Learning ; Anson S (Sam) ; Drought A (Andrew) ; Pentland MK (Malcolm) ; [Redacted s38(1)(b)]@gov.scot ; Morrison E (Elizabeth) (Education

Scotland) ; Cumming A (Alison) Early Learning & Childcare ; DG Education,  
Communities & Justice ; Permanent Secretary

**Subject:** Note from DFM - National Qualifications in 2021/Teacher Funding

Hi [Redacted s38(1)(b)]

Please find attached urgent note for the attention of Ms Forbes.

Many thanks

[Redacted s38(1)(b)]

[Redacted s38(1)(b)] 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 [Redacted s38(1)(b)]/07[Redacted  
s38(1)(b)] | E: DFMCE@gov.scot

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2016. See [www.lobbying.scot](http://www.lobbying.scot)*

[Note to Ms Forbes redacted under s29(1)(b)]

**Enclosure 18 – Email: FW: Draft statement on education for Tuesday**

**From:** Logan G (Graeme) <Graeme.Logan@gov.scot> **On Behalf Of** Director of Learning  
**Sent:** 08 December 2020 11:30  
**To:** [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>  
**Subject:** FW: Draft statement on education for Tuesday

Colleagues

I agree with Paul that we should bring to the SNCT Joint Chairs discussion [Redacted s30(b)(ii)]. It might also be worth presenting some modelling of the total amount we have to play with and the numbers of teachers/ lecturers we estimate could be eligible for the payment. Thanks, Graeme.

**From:** Johnston P (Paul)  
**Sent:** 08 December 2020 10:56  
**To:** Director of Learning ; Deputy First Minister and Cabinet Secretary for Education and Skills  
**Cc:** [Redacted s38(1)(b)]@gov.scot ; Pentland MK (Malcolm) ; Permanent Secretary ; McAllister C (Colin)  
**Subject:** RE: Draft statement on education for Tuesday

Graeme

We should consider carefully what position the SG adopts in entering negotiations. [Redacted s30(b)(ii)] The discussions can then be around the fairest and most equitable way in which this sum can be distributed.

Paul

**Paul Johnston**  
Director General  
Education, Communities and Justice  
Scottish Government

Tel: 07[Redacted s38(1)(b)]

**From:** Logan G (Graeme) <Graeme.Logan@gov.scot> **On Behalf Of** Director of Learning  
**Sent:** 08 December 2020 09:45  
**To:** Johnston P (Paul) <Paul.Johnston@gov.scot>; Deputy First Minister and Cabinet Secretary for Education and Skills <DFMCSE@gov.scot>  
**Cc:** [Redacted s38(1)(b)]@gov.scot>; Director of Learning <DirectorofLearning@gov.scot>; Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>; Permanent Secretary <PermanentSecretary@gov.scot>; McAllister C (Colin) <Colin.McAllister@gov.scot>  
**Subject:** RE: Draft statement on education for Tuesday

Hi Paul

Thank you for your advice and intervention on the issue of additional payment for secondary teachers who complete SQA work in the absence of exams in this exceptional year.

In terms of your points about value for money, [Redacted s30(b)(ii)]

We will keep colleagues posted on progress.

Thanks  
Graeme.

**From:** Johnston P (Paul) <Paul.Johnston@gov.scot>  
**Sent:** 07 December 2020 22:24  
**To:** Deputy First Minister and Cabinet Secretary for Education and Skills <DFMCSE@gov.scot>  
**Cc:** [Redacted s38(1)(b)]@gov.scot>; Director of Learning <DirectorofLearning@gov.scot>; Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>; Permanent Secretary <PermanentSecretary@gov.scot>; McAllister C (Colin) <Colin.McAllister@gov.scot>  
**Subject:** FW: Draft statement on education for Tuesday

Thanks to [Redacted s38(1)(b)] for drafting this.

Grateful for sight of the draft Accountable Officer template.

I think we should highlight a delivery risk associated with the policy. Terms and conditions for teachers are normally dealt with on a tripartite basis that includes the employers of the largest group, local government. That engagement has not taken place at this stage. [Redacted s30(b)(ii)]

Happy to engage with senior local government officers in confidence at a point where this is considered reasonable. For tomorrow's statement, I wonder if there could be some qualification around payment – such as “subject to urgent discussions with SNCT partners to secure broad agreement to the approach”.

I would be happy to discuss further with the DFM at any stage.

Paul

**Paul Johnston**  
Director General  
Education, Communities and Justice  
Scottish Government

Tel: 07[Redacted s38(1)(b)]

**From:** Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>  
**Sent:** 07 December 2020 20:30  
**To:** [Redacted s38(1)(b)]@gov.scot>; Deputy First Minister and Cabinet Secretary for Education and Skills <DFMCSE@gov.scot>; Johnston P (Paul) <Paul.Johnston@gov.scot>; Director of Learning <DirectorofLearning@gov.scot>  
**Cc:** DG Education, Communities & Justice <DGECJ@gov.scot>; Permanent Secretary <PermanentSecretary@gov.scot>  
**Subject:** RE: Draft statement on education for Tuesday

Thanks [Redacted s38(1)(b)], adding Perm Sec mailbox.  
Malcolm

**From:** [Redacted s38(1)(b)]@gov.scot>  
**Sent:** 07 December 2020 20:28  
**To:** Deputy First Minister and Cabinet Secretary for Education and Skills <DFMCSE@gov.scot>; Johnston P (Paul) <Paul.Johnston@gov.scot>; Director of Learning <DirectorofLearning@gov.scot>; Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>  
**Cc:** DG Education, Communities & Justice <DGECJ@gov.scot>  
**Subject:** RE: Draft statement on education for Tuesday

Hi [Redacted s38(1)(b)]

To see a proposed note for the DFM to send to Ms Forbes as requested.

Officials will push to get the AO template completed as quickly as possible tomorrow morning.

Happy to discuss.

[Redacted s38(1)(b)]

**From:** [Redacted s38(1)(b)]@gov.scot> **On Behalf Of** Deputy First Minister and Cabinet Secretary for Education and Skills  
**Sent:** 07 December 2020 19:30  
**To:** Johnston P (Paul) <Paul.Johnston@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Director of Learning <DirectorofLearning@gov.scot>; Drought A (Andrew) <Andrew.Drought@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Morrison E (Elizabeth) (Education Scotland) <Elizabeth.Morrison2@gov.scot>; Gorman G (Gayle) <Gayle.Gorman@educationscotland.gov.scot>; Director of Advanced Learning and Science <DirectorofAdvancedLearningandScience@gov.scot>; Macdonald R (Roddy) <Roddy.Macdonald@gov.scot>; Anson S (Sam) <Sam.Anson@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Wilson M (Mick) <Mick.Wilson@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Pooley L (Linda) Dr <Linda.Pooley@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>  
**Cc:** DG Education, Communities & Justice <DGECJ@gov.scot>; Deputy First

Minister and Cabinet Secretary for Education and Skills <DFMCSE@gov.scot>  
**Subject:** RE: Draft statement on education for Tuesday

All

DFM would like a note to send to Ms Forbes tonight [Redacted s29(1)(b)]

I would be grateful for confirmation that this has been picked up.

Many thanks

[Redacted s38(1)(b)]

07[Redacted s38(1)(b)]

**From:** Johnston P (Paul) <Paul.Johnston@gov.scot>  
**Sent:** 07 December 2020 18:03  
**To:** [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Director of Learning <DirectorofLearning@gov.scot>; Drought A (Andrew) <Andrew.Drought@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Morrison E (Elizabeth) (Education Scotland) <Elizabeth.Morrison2@gov.scot>; Gorman G (Gayle) <Gayle.Gorman@educationscotland.gov.scot>; Director of Advanced Learning and Science <DirectorofAdvancedLearningandScience@gov.scot>; Macdonald R (Roddy) <Roddy.Macdonald@gov.scot>; Anson S (Sam) <Sam.Ansongov.scot>; [Redacted s38(1)(b)]@gov.scot>; Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Wilson M (Mick) <Mick.Wilson@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Pooley L (Linda) Dr <Linda.Pooley@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>  
**Cc:** DG Education, Communities & Justice <DGECJ@gov.scot>; Deputy First Minister and Cabinet Secretary for Education and Skills <DFMCSE@gov.scot>  
**Subject:** RE: Draft statement on education for Tuesday

[Redacted s38(1)(b)]

I don't think there is anything to stop DFM sending a short note to Ms Forbes [Redacted s29(1)(b)].

The detailed underpinning work can be completed by officials in the background, with any issues arising from that being brought to the immediate attention of Ministers.

Paul

**From:** [Redacted s38(1)(b)]@gov.scot>  
**Sent:** 07 December 2020 17:57  
**To:** Johnston P (Paul) <Paul.Johnston@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Director of Learning <DirectorofLearning@gov.scot>; Drought

A (Andrew) <Andrew.Drought@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Morrison E (Elizabeth) (Education Scotland) <Elizabeth.Morrison2@gov.scot>; Gorman G (Gayle) <Gayle.Gorman@educationscotland.gov.scot>; Director of Advanced Learning and Science <DirectorofAdvancedLearningandScience@gov.scot>; Macdonald R (Roddy) <Roddy.Macdonald@gov.scot>; Anson S (Sam) <Sam.Anson@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Wilson M (Mick) <Mick.Wilson@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Pooley L (Linda) Dr <Linda.Pooley@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>  
**Cc:** DG Education, Communities & Justice <DGECJ@gov.scot>; Deputy First Minister and Cabinet Secretary for Education and Skills <DFMCSE@gov.scot>  
**Subject:** RE: Draft statement on education for Tuesday

Thanks Paul

We've been advised by finance that the current process is that the AO template now acts as the submission for Ms Forbes and the DFM. If we can't get sign off on the AO tonight, we could do a light version to alert Ms Forbes and DFM to it arriving tomorrow.

[Redacted s38(1)(b)]

**From:** Johnston P (Paul) <Paul.Johnston@gov.scot>  
**Sent:** 07 December 2020 17:51  
**To:** [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Director of Learning <DirectorofLearning@gov.scot>; Drought A (Andrew) <Andrew.Drought@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Morrison E (Elizabeth) (Education Scotland) <Elizabeth.Morrison2@gov.scot>; Gorman G (Gayle) <Gayle.Gorman@educationscotland.gov.scot>; Director of Advanced Learning and Science <DirectorofAdvancedLearningandScience@gov.scot>; Macdonald R (Roddy) <Roddy.Macdonald@gov.scot>; Anson S (Sam) <Sam.Anson@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Wilson M (Mick) <Mick.Wilson@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Pooley L (Linda) Dr <Linda.Pooley@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>  
**Cc:** DG Education, Communities & Justice <DGECJ@gov.scot>; Deputy First Minister and Cabinet Secretary for Education and Skills <DFMCSE@gov.scot>  
**Subject:** RE: Draft statement on education for Tuesday

Thanks [Redacted s38(1)(b)].

Are we also providing DFM with a note to send to Ms Forbes? If this isn't already in train then grateful if colleagues in DFM's office could confirm whether he'd like to send a note today.

Paul

**From:** [Redacted s38(1)(b)]@gov.scot>  
**Sent:** 07 December 2020 17:48  
**To:** Johnston P (Paul) <Paul.Johnston@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Director of Learning <DirectorofLearning@gov.scot>; Drought A (Andrew) <Andrew.Drought@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Morrison E (Elizabeth) (Education Scotland) <Elizabeth.Morrison2@gov.scot>; Gorman G (Gayle) <Gayle.Gorman@educationscotland.gov.scot>; Director of Advanced Learning and Science <DirectorofAdvancedLearningandScience@gov.scot>; Macdonald R (Roddy) <Roddy.Macdonald@gov.scot>; Anson S (Sam) <Sam.Anson@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Wilson M (Mick) <Mick.Wilson@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Pooley L (Linda) Dr <Linda.Pooley@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>  
**Cc:** DG Education, Communities & Justice <DGECJ@gov.scot>; Deputy First Minister and Cabinet Secretary for Education and Skills <DFMCSE@gov.scot>  
**Subject:** RE: Draft statement on education for Tuesday

Thanks Paul

We've been working with finance colleagues and are developing the AO template. FBP will need to agree this before it can progress to you. Hopefully we will be able to secure this before close.

[Redacted s38(1)(b)]

**From:** Johnston P (Paul) <Paul.Johnston@gov.scot>  
**Sent:** 07 December 2020 17:36  
**To:** [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Director of Learning <DirectorofLearning@gov.scot>; Drought A (Andrew) <Andrew.Drought@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Morrison E (Elizabeth) (Education Scotland) <Elizabeth.Morrison2@gov.scot>; Gorman G (Gayle) <Gayle.Gorman@educationscotland.gov.scot>; Director of Advanced Learning and Science <DirectorofAdvancedLearningandScience@gov.scot>; Macdonald R (Roddy) <Roddy.Macdonald@gov.scot>; Anson S (Sam) <Sam.Anson@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Wilson M (Mick) <Mick.Wilson@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Pooley L (Linda) Dr <Linda.Pooley@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>  
**Cc:** DG Education, Communities & Justice <DGECJ@gov.scot>; Deputy First Minister and Cabinet Secretary for Education and Skills <DFMCSE@gov.scot>  
**Subject:** RE: Draft statement on education for Tuesday

Colleagues

Can I have an update on where we have got to with the Accountable Officer issues involved in this please before the policy is finalised.

Have we established that this is affordable and represents value for money? Have we also obtained clearance from finance colleagues and the Cabinet Secretary for Finance?

Thanks

Paul

**Paul Johnston**  
Director General  
Education, Communities and Justice  
Scottish Government

Tel: 0[Redacted s38(1)(b)]

**From:** [Redacted s38(1)(b)]@gov.scot>  
**Sent:** 07 December 2020 16:34  
**To:** [Redacted s38(1)(b)]@gov.scot>; Director of Learning <DirectorofLearning@gov.scot>; Drought A (Andrew) <Andrew.Drought@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Morrison E (Elizabeth) (Education Scotland) <Elizabeth.Morrison2@gov.scot>; Gorman G (Gayle) <Gayle.Gorman@educationscotland.gov.scot>; Director of Advanced Learning and Science <DirectorofAdvancedLearningandScience@gov.scot>; Macdonald R (Roddy) <Roddy.Macdonald@gov.scot>; Johnston P (Paul) <Paul.Johnston@gov.scot>; Anson S (Sam) <Sam.Anson@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Wilson M (Mick) <Mick.Wilson@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Pooley L (Linda) Dr <Linda.Pooley@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>  
**Subject:** RE: Draft statement on education for Tuesday  
**Importance:** High

Hi [Redacted s38(1)(b)]

Just some amendments to a couple of sentences – page 9 of the attached document in track changes mode.

Thanks.

[Redacted s38(1)(b)]

**From:** [Redacted s38(1)(b)]@gov.scot  
**Sent:** 07 December 2020 16:21  
**To:** Director of Learning ; Drought A (Andrew) ; [Redacted s38(1)(b)]@gov.scot ;

Morrison E (Elizabeth) (Education Scotland) ; Gorman G (Gayle) ; Director of Advanced Learning and Science ; Macdonald R (Roddy) ; Johnston P (Paul) ; Anson S (Sam) ; [Redacted s38(1)(b)]@gov.scot ; Pentland MK (Malcolm) ; [Redacted s38(1)(b)]@gov.scot ; [Redacted s38(1)(b)]@gov.scot ; Wilson M (Mick) ; [Redacted s38(1)(b)]@gov.scot ; [Redacted s38(1)(b)]@gov.scot ; Pooley L (Linda) Dr ; [Redacted s38(1)(b)]@gov.scot ; [Redacted s38(1)(b)]@gov.scot  
**Subject:** RE: Draft statement on education for Tuesday

All

There aren't many changes and they are mostly use of language rather than substantive points.

It looks fine from an exams perspective

I'd welcome views of others by 6pm if possible.

Thanks

[Redacted s38(1)(b)]

**From:** [Redacted s38(1)(b)]@gov.scot> **On Behalf Of** Deputy First Minister and Cabinet Secretary for Education and Skills  
**Sent:** 07 December 2020 16:03  
**To:** [Redacted s38(1)(b)]@gov.scot>; Deputy First Minister and Cabinet Secretary for Education and Skills <DFMCSE@gov.scot>  
**Cc:** Director of Learning <DirectorofLearning@gov.scot>; Drought A (Andrew) <Andrew.Drought@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Morrison E (Elizabeth) (Education Scotland) <Elizabeth.Morrison2@gov.scot>; Gorman G (Gayle) <Gayle.Gorman@educationscotland.gov.scot>; Director of Advanced Learning and Science <DirectorofAdvancedLearningandScience@gov.scot>; Macdonald R (Roddy) <Roddy.Macdonald@gov.scot>; Johnston P (Paul) <Paul.Johnston@gov.scot>; Anson S (Sam) <Sam.Anson@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Wilson M (Mick) <Mick.Wilson@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Pooley L (Linda) Dr <Linda.Pooley@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; McAllister C (Colin) <Colin.McAllister@gov.scot>; [Redacted s38(1)(b)]@gov.scot>  
**Subject:** RE: Draft statement on education for Tuesday

Hi [Redacted s38(1)(b)]

DFM has made some amendments – see attached. DFM would be grateful if officials could check these over and ensure it is all okay.

Grateful for any comments on this version by 7pm tonight please.

Thank you

[Redacted s38(1)(b)]  
07[Redacted s38(1)(b)]

**From:** [Redacted s38(1)(b)]@gov.scot>  
**Sent:** 07 December 2020 14:41  
**To:** Deputy First Minister and Cabinet Secretary for Education and Skills <DFMCSE@gov.scot>  
**Cc:** Director of Learning <DirectorofLearning@gov.scot>; Drought A (Andrew) <Andrew.Drought@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Morrison E (Elizabeth) (Education Scotland) <Elizabeth.Morrison2@gov.scot>; Gorman G (Gayle) <Gayle.Gorman@educationscotland.gov.scot>; Director of Advanced Learning and Science <DirectorofAdvancedLearningandScience@gov.scot>; Macdonald R (Roddy) <Roddy.Macdonald@gov.scot>; Johnston P (Paul) <Paul.Johnston@gov.scot>; Anson S (Sam) <Sam.Ansongov.scot>; [Redacted s38(1)(b)]@gov.scot>; Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Wilson M (Mick) <Mick.Wilson@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Pooley L (Linda) Dr <Linda.Pooley@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; McAllister C (Colin) <Colin.McAllister@gov.scot>; [Redacted s38(1)(b)]@gov.scot>  
**Subject:** Draft statement on education for Tuesday

PO/DFM

To see a draft speech for DFM's statement on education tomorrow. Colin has had sight of this.

A briefing pack will follow.

To also check whether the DFM would like a pre-brief on this today/tomorrow morning?

Thanks

[Redacted s38(1)(b)]

Curriculum, Qualifications and Gaelic - Learning Directorate  
Scottish Government  
(0131 24) x. [Redacted s38(1)(b)]  
email: [Redacted s38(1)(b)]@scotland.gsi.gov.uk

**Enclosure 19 – Email: FW: Letter from Fiona Robertson, Chief Executive, SQA**

**From:** [Redacted s38(1)(b)]@gov.scot> **On Behalf Of** Deputy First Minister and Cabinet Secretary for Education and Skills

**Sent:** 08 December 2020 12:47

**To:** Director of Learning <DirectorofLearning@gov.scot>; Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Anson S (Sam) <Sam.Ansan@gov.scot>; Drought A (Andrew) <Andrew.Drought@gov.scot>; Gorman G (Gayle) <Gayle.Gorman@educationscotland.gov.scot>  
**Cc:** Director of Advanced Learning and Science <DirectorofAdvancedLearningandScience@gov.scot>; Cumming A (Alison) Early Learning & Childcare <Alison.Cumming@gov.scot>; DG Education, Communities & Justice <DGECJ@gov.scot>; McAllister C (Colin) <Colin.McAllister@gov.scot>  
**Subject:** FW: Letter from Fiona Robertson, Chief Executive, SQA

Hi all,

Please see reply from Fiona along with paper regrading N5 modelling.

Grateful for a draft reply for DFMs consideration, for COP Monday the 14<sup>th</sup>. Happy discuss.

[Redacted s38(1)(b)]

**From:** [Redacted s38(1)(b)]@sqa.org.uk> **On Behalf Of** Fiona Robertson

**Sent:** 08 December 2020 12:29

**To:** Deputy First Minister and Cabinet Secretary for Education and Skills <DFMCSE@gov.scot>

**Cc:** Director of Learning <DirectorofLearning@gov.scot>

**Subject:** Letter from Fiona Robertson, Chief Executive, SQA

PS/DFM

In response to the Deputy First Minister's letter of 7 December, please see attached letter and paper from Fiona Robertson.

Kind regards,

[Redacted s38(1)(b)]  
Scottish Qualifications Authority  
w: <http://www.sqa.org.uk>

[Letter redacted – not in scope]

**Enclosure 19.1 – Attachment: N5 ACM**

**SCOTTISH QUALIFICATIONS AUTHORITY**

**QUALITY ASSURANCE OF THE N5 ALTERNATIVE CERTIFICATION MODEL FOR  
SESSION 2020-2021**

[Redacted – not in scope]

**6.0 Risks**

**6.1** There is a risk that the model does not receive the buy in of the key stakeholders, including teachers and lecturers on the basis that the time demands of the quality assurance elements of the ACM exceed that which is available within the terms of weekly contractual working time arrangements. This can be mitigated by the local authority and school priorities being adjusted to enable prioritisation of the N5 ACM; the provision of additional inset time by the Scottish Government; payment for marking (from SQA or SG ) of internal assessment or for quality assurance activities that are carried out beyond the contractual working week; and the recruitment of additional staff funded by the Scottish Government. This risk has been escalated to NQ2021

[Redacted – not in scope]

**Enclosure 20 – Email: FW: Curriculum and Assessment Board - announcement on Highers and Advanced Highers and re-arranged CAB meeting**

**From:** [Redacted s38(1)(b)]@gov.scot>  
**Sent:** 08 December 2020 16:37  
**To:** [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>  
**Subject:** FW: Curriculum and Assessment Board - announcement on Highers and Advanced Highers and re-arranged CAB meeting  
**Importance:** High

To see – for information. This has obviously been a significant development and a huge decision for colleagues in [Redacted s38(1)(b)]'s Unit to handle.

[Redacted s38(1)(b)]

Learning Directorate – Curriculum Unit – [Redacted s38(1)(b)] | Scottish Government | 07[Redacted s38(1)(b)] | [Redacted s38(1)(b)]@gov.scot

[Redacted s38(1)(b)]

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**From:** [Redacted s38(1)(b)]@gov.scot>  
**Sent:** 08 December 2020 16:34  
**To:** 'Peter McNaughton' <petermcnaughton.ades@gmail.com>; Steven Quinn (steven.quinn@renfrewshire.gov.uk) (steven.quinn@renfrewshire.gov.uk) <steven.quinn@renfrewshire.gov.uk>; Jim Metcalfe (jim.metcalfe@cdn.ac.uk) (jim.metcalfe@cdn.ac.uk) <jim.metcalfe@cdn.ac.uk>; 'Mr Wallace' <tim.wallace@westlothian.org.uk>; Greg Dempster <greg@ahds.org.uk>; Ken Thomson (ken.thomson@forthvalley.ac.uk) (ken.thomson@forthvalley.ac.uk) <ken.thomson@forthvalley.ac.uk>; [Redacted s38(1)(b)]@southlanarkshire.gov.uk'; [Redacted s38(1)(b)]@cosla.gov.uk>; Jane.Brumpton@earlyyearsscotland.org; Andrea Bradley (abradley@eis.org.uk) <abradley@eis.org.uk>; Gorman G (Gayle) <Gayle.Gorman@educationscotland.gov.scot>; Armstrong A (Alan) <Alan.Armstrong@educationscotland.gov.scot>; [Redacted s38(1)(b)]@stir.ac.uk>; [Redacted s38(1)(b)]@glasgow.ac.uk>; mike.corbett@exec.nasuwat.org.uk; 'Fiona Nicholson' <shetland@npfs.org.uk>; 'sdevlin@pkc.gov.uk'; [Redacted s38(1)(b)]@aberdeencity.gov.uk>; John Edward (john.edward@scis.org.uk) <john.edward@scis.org.uk>; [Redacted s38(1)(b)]@sfc.ac.uk>; Director of Learning <DirectorofLearning@gov.scot>; Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Pooley L (Linda) Dr <Linda.Pooley@gov.scot>; Seamus Searson (SeamusS@ssta.org.uk) <SeamusS@ssta.org.uk>; 'John Guidi' <johng@ssta.org.uk>; a.ponton@scqf.org.uk; Neville Prentice (Neville.Prentice@sds.co.uk) <Neville.Prentice@sds.co.uk>; b.green@strath.ac.uk; [Redacted s38(1)(b)].msyp@sypmail.org.uk>; Gill Stewart

(Gill.Stewart@sqa.org.uk) <Gill.Stewart@sqa.org.uk>

**Cc:** [Redacted s38(1)(b)]@sqa.org.uk>; [Redacted s38(1)(b)]@universities-scotland.ac.uk>; [Redacted s38(1)(b)]@sds.co.uk>; [Redacted s38(1)(b)]@sfc.ac.uk>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@forthvalley.ac.uk>; [Redacted s38(1)(b)]@cdn.ac.uk>; 'NPFS Office' <office@npfs.org.uk>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@educationscotland.gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; 'Ben McKendrick' <Ben.M@syp.org.uk>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>

**Subject:** Curriculum and Assessment Board - announcement on Highers and Advanced Highers and re-arranged CAB meeting

**Importance:** High

Dear Curriculum and Assessment Board members

I am writing to notify you that the Deputy First Minister in a statement to Parliament this afternoon announced the cancellation of the Higher and Advanced Higher exam diet. Attendance levels show that there have been concerning levels of absences for some learners, especially so for pupils in areas of greater deprivation, and it is believed that an exam diet would struggle to deliver fairness for all learners. Higher and Advanced Higher courses will now be awarded on the basis of teacher and lecturer judgement of evidence of pupil attainment, which is a more flexible approach in the exceptional circumstances faced to take account for varying levels of disruption to learning. This will be an approach based on that developed for awarding National 5 qualifications.

The National Qualifications 2021 Group will also publish further details of the alternative certification model for the assessment of National 5 qualifications today, and the link to this will be circulated. This work has been co-created by the members of the group and the Deputy First Minister acknowledged and welcomed this work and the support for the approach.

The Deputy First Minister also announced the intention to make an exceptional one-off payment to teachers and lecturers who are critical to assessing and marking N5, Higher and Advanced Higher courses this year. We will progress this urgently with partners and employers, including discussing when and how the payment will be delivered.

Apologies once again for the cancellation of the CAB meeting which was supposed to take place today. However, we look forward to discussing these developments at a re-arranged meeting on the afternoon of Friday 18 December. I will be in touch shortly to confirm arrangements.

Regards

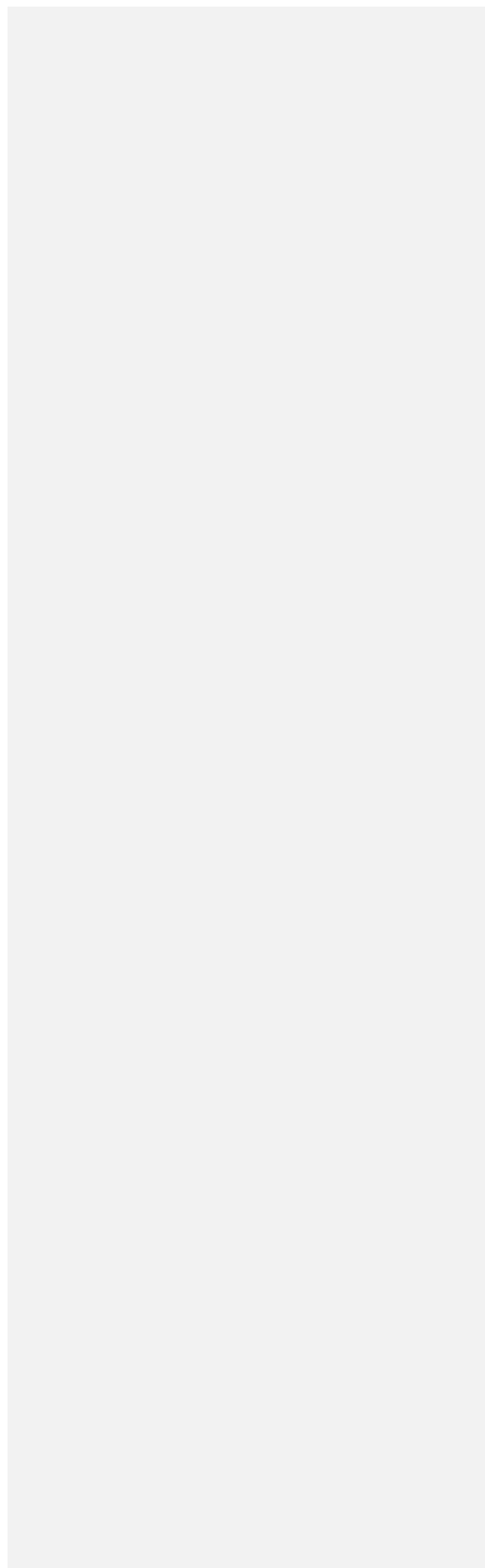
[Redacted s38(1)(b)]

[Redacted s38(1)(b)]|Learning Directorate|The Scottish Government

☎ 07 [Redacted s38(1)(b)]

✉ [Redacted s38(1)(b)]@gov.scot

📍 Area 2B North, Victoria Quay, Edinburgh EH6 6QQ



**Enclosure 21 – Email: RE: Discussion with Sally Loudon, COSLA**

**From:** [Redacted s38(1)(b)]@gov.scot> **On Behalf Of** Deputy First Minister and Cabinet Secretary for Education and Skills  
**Sent:** 09 December 2020 14:44  
**To:** Johnston P (Paul) <Paul.Johnston@gov.scot>; Deputy First Minister and Cabinet Secretary for Education and Skills <DFMCSE@gov.scot>; Cabinet Secretary for Communities and Local Government <CabSecCLG@gov.scot>; Director of Learning <DirectorofLearning@gov.scot>; Gallagher S (Stephen) <Stephen.Gallagher@gov.scot>; Griffin J (Joe) <Joe.Griffin@gov.scot>  
**Cc:** DG Education, Communities & Justice <DGECJ@gov.scot>; Thomson KAL (Ken) (Director-General) <Ken.Thomson@gov.scot>  
**Subject:** RE: Discussion with Sally Loudon, COSLA

Hi Paul

Thanks for this – DFM has said that the payment to teachers is very different and very specific. It is about paying for work that would have been done by paid SQA markers. It is a new and additional task that must be undertaken.

Kind Regards

[Redacted s38(1)(b)]

[Redacted s38(1)(b)] John Swinney MSP, Deputy First Minister and Cabinet Secretary for Education and Skills | The Scottish Government | Web: [www.gov.scot](http://www.gov.scot) | ☎ 0300 24 [Redacted s38(1)(b)] | Mobile: 0044 (0)7[Redacted s38(1)(b)] | Email: [DFMCSE@gov.scot](mailto:DFMCSE@gov.scot) | [Redacted s38(1)(b)]@gov.scot  
5N.07 St Andrew's House | Regent Road | Edinburgh | EH1 3DG

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**From:** Johnston P (Paul)  
**Sent:** 09 December 2020 12:51  
**To:** Deputy First Minister and Cabinet Secretary for Education and Skills ; Cabinet Secretary for Communities and Local Government ; Director of Learning ; Gallagher S (Stephen) ; Griffin J (Joe)  
**Cc:** DG Education, Communities & Justice ; Thomson KAL (Ken) (Director-General)  
**Subject:** Discussion with Sally Loudon, COSLA

Some feedback from this morning's call:

[Redacted – not in scope]

Exams

[Redacted s30(b)(ii)]

On the specifics of the payment, the SNCT discussions will be important. [Redacted s30(b)(ii)]

We discussed the particular nature of the payment that is proposed for secondary teachers. I made clear the links between the savings we expect the SQA to make in terms of the costs they normally incur. [Redacted s30(b)(ii)] It must also be recognised that the payment is being made in light of the additional work that secondary teachers will incur in the coming months – it is therefore entirely different from the £500 payment for health and social care workers. This was noted.

[Redacted – not in scope]

Paul

**Paul Johnston**  
Director General  
Education, Communities and Justice  
Scottish Government

Tel: 07[Redacted s38(1)(b)]

**Enclosure 22 – Email: FW: National Qualifications payment**

**From:** Logan G (Graeme) <Graeme.Logan@gov.scot> **On Behalf Of** Director of Learning  
**Sent:** 09 December 2020 15:12  
**To:** Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>  
**Subject:** FW: National Qualifications payment

Hi Malcolm

We may wish to include this email from [Redacted s38(1)(b)] as an annex in the note you are providing for DFM tonight.

In terms of the SQA 'savings' we will need to be very clear that this is in relation to the block grant that we give SQA and that we already very heavily subsidise the costs to centres/ local authorities of individual qualifications (SQA can provide more details of how their charges relate to those of other UK awarding bodies and other evidence eg there has been no price increases for XX number of years).

In terms of payments to local authorities re the ACM – they have statutory responsibility for education standards in schools and quality improvement officers are there to provide quality assurance. QIO time will have been saved due to the suspension of inspections, the fact they have not needed to engage in other QA work this year (eg around moderation of CfE levels).

Thanks  
Graeme.

**From:** [Redacted s38(1)(b)]@cosla.gov.uk  
**Sent:** 09 December 2020 14:52  
**To:** Director of Learning ; Pentland MK (Malcolm)  
**Cc:** Carrie Lindsay ; Peter McNaughton ; [Redacted s38(1)(b)]@cosla.gov.uk ; [Redacted s38(1)(b)]@cosla.gov.uk  
**Subject:** National Qualifications payment

Good afternoon Graeme, Malcolm

Thanks for the time yesterday to discuss the next steps with National Qualifications, and the helpful call with Malcolm this afternoon.

I wanted to set out some of our initial reflections on the payment for teachers. Considering the level of detail we have just now, we are not in a position to take a paper to the Leaders meeting already scheduled on Friday. [Redacted s30(b)(ii)]

A few points:

[Redacted s30(b)(ii)]

- Malcolm mentioned work on a quantum on the estimation of the number of teachers that will be involved. [Redacted s30(b)(ii)]

- If there is a difference based on how many classes a teacher presents, at what level or if you share the class, it will be very difficult to collate this information
- We agree with the points made yesterday that hourly rates are not the best way forward, often additional work is often paid at 'supported study' rates. This is significantly different in local authorities. In addition, how would an hourly rate work as teachers are on different scales but will be doing the same additional work. Payrolls may not be able to cope with this.
- My understanding of this discussion yesterday was that additional funding for these payments with at least part of this would come from SQA 'savings' from 2020. Considering that LAs make substantial payments to the SQA each year (and given the reduced role of SQA for 2020 and 2021) we need clarity on how this will be adjusted for 2021. Whilst I'm not familiar with the mechanics of these payments it would seem odd if payments to the SQA are made and then money is provided back to LAs in support of the payments?
  - Another consideration is the additional work that LAs will be responsible for in terms of Quality Assurance. They will need to ask teachers to support this over and above the additional work they will be doing anyway. It seems reasonable that this is a cost that the Scottish Government would consider meeting.

More than happy to discuss this further if helpful.

Thanks,

[Redacted s38(1)(b)]

## COSLA

CONVENTION OF SCOTTISH LOCAL AUTHORITIES

Verity House

19 Haymarket Yards  
Edinburgh EH12 5BH

Tel. 0131 474 [Redacted s38(1)(b)] / 07 [Redacted s38(1)(b)]  
[Redacted s38(1)(b)]@cosla.gov.uk

Our Business Address is : COSLA, Verity House, 19 Haymarket Yards, Edinburgh, EH12 5BH. t: +441314749200 w: <http://www.cosla.gov.uk>

**Enclosure 23 – Email: Immediate – Payment to Teachers and Lecturers to Support Assessment of National Qualifications**

**From:** Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>  
**Sent:** 09 December 2020 17:36  
**To:** Deputy First Minister and Cabinet Secretary for Education and Skills <DFMCSE@gov.scot>  
**Cc:** DG Education, Communities & Justice <DGECJ@gov.scot>; Director of Learning <DirectorofLearning@gov.scot>; Drought A (Andrew) <Andrew.Drought@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Pooley L (Linda) Dr <Linda.Pooley@gov.scot>  
**Subject:** Immediate – Payment to Teachers and Lecturers to Support Assessment of National Qualifications

PS/DFM

Copy: as above

**Immediate – Payment to Teachers and Lecturers to Support Assessment of National Qualifications**

Please find attached a short, immediate note on engaging with partners in relation to the payment for teachers and lecturers announced in yesterday's statement.

Thanks  
Malcolm

**Malcolm Pentland** | Deputy Director  
Curriculum, Qualifications and Gaelic Division | email: malcolm.pentland@gov.scot  
| tel:+44(0) 131 244 0047  
Learning Directorate | Area 2B North | Victoria Quay | Edinburgh | EH6 6QQ  
Buidheann-Stiùiridh an Ionnsachaidh | Raon 2B Tuath | Cidhe Bhictòria | Dùn Èideann | EH6 6QQ

**Enclosure 23.1 – Attachment: Word document**

From: Malcolm Pentland  
Curriculum, Qualifications & Gaelic Division

9 December 2020

Deputy First Minister

**PAYMENTS TO SUPPORT ASSESSMENT OF NATIONAL QUALIFICATIONS IN 2020-21**

**Purpose**

1. To provide advice on engagement with partners and employers in relation to progressing arrangements to make a payment to teachers and lecturers for assessing and marking N5, Higher and Advanced Higher courses this year.

**Priority**

2. Immediate – you confirmed to Parliament yesterday that engagement with partners and employers would be progressed urgently.

**Background**

3. You announced to Parliament on 7 October that National 5 exams would be cancelled, and on 8 December that Higher and Advanced Higher exams would be cancelled. They will be replaced by a process of teacher and lecturer judgement of pupil attainment evidence supported by a quality assurance process working with SQA. Some stakeholders, and in particular the EIS, have raised concerns over workload implications for teachers and lecturers. The EIS indicated that without additional resource to address this, it would struggle to support the approach.
4. In respect to these concerns you announced to Parliament that *“I intend to make an exceptional one-off payment to teachers and lecturers who are critical to assessing and marking national 5, higher and advanced higher courses this year. We will progress that work urgently with partners and employers, which will include discussions about when and how the payment will be delivered.”*

**Discussion**

5. It is important that there is engagement on a tripartite basis with local government and the profession in order to help determine the payment level (officials are clear on the upper limit) and when and how it will be delivered.
6. We had intended to engage with SNCT partners to achieve this, however, on further consideration there are a number of reasons why this may not be best approach, including:

- The remit of the SNCT is to determine salaries and conditions of service for all teaching staff. This is an exceptional, one off payment for a very targeted group of staff and may not sit comfortably within the remit of the Committee.
  - The SNCT has very precise protocols and SNCT chairs may feel obliged to take discussions through the full SNCT which would take considerable time and require consensus by all parties. The next SNCT meeting is 25 February.
  - Normally the teachers' side bargain on behalf of both primary and secondary and they are unlikely to want to bargain for one specific group of teachers without quid pro quo for others .
7. Initial discussions have already taken place with local government colleagues at COSLA and ADES (Carrie Lindsay, Peter McNaughton and [Redacted s38(1)(b)]) and with the EIS (Larry Flanagan) and they have all raised concerns in relation to progressing discussions through the SNCT Joint Chairs forum. A note received today from COSLA is attached at Annex A. [Redacted s30(b)(ii)]
8. While we could progress with a SNCT Joint Chairs' meeting, given the risks and views highlighted above, an alternative approach would be to convene a special one-off meeting, drawing on the relevant membership from CERG (COSLA, ADES, EIS and SLS). The purpose of this meeting would be to provide you with advice on issues concerning eligibility for, the level of and means for administering the payment. Mr Flanagan has indicated his support for such an approach.
9. Subject to your agreement, officials would look to ensure that a meeting of relevant CERG members would take place soon after tomorrow morning's CERG meeting (on Thursday afternoon or Friday).

#### **Recommendation**

10. You are invited to:
- note the risks identified in seeking to progress matters via the SNCT and the views of partners on such an approach; and
  - indicate whether you are content for tripartite discussions to take place through a meeting of relevant selected CERG members in order to provide you with advice in relation to the payment.

Malcolm Pentland  
Curriculum, Qualifications and Gaelic Division

9 December 2020

## ANNEX A

### EMAIL CORRESPONDENCE FROM COSLA

**From:** [Redacted s38(1)(b)]@cosla.gov.uk>  
**Sent:** 09 December 2020 14:52  
**To:** Director of Learning <DirectorofLearning@gov.scot>; Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>  
**Cc:** Carrie Lindsay <Carrie.Lindsay@fife.gov.uk>; Peter McNaughton <petermcnaughton.ades@gmail.com>; [Redacted s38(1)(b)]@cosla.gov.uk>; [Redacted s38(1)(b)]@cosla.gov.uk>  
**Subject:** National Qualifications payment

Good afternoon Graeme, Malcolm

Thanks for the time yesterday to discuss the next steps with National Qualifications, and the helpful call with Malcolm this afternoon.

I wanted to set out some of our initial reflections on the payment for teachers. Considering the level of detail we have just now, we are not in a position to take a paper to the Leaders meeting already scheduled on Friday. [Redacted s30(b)(ii)]

A few points:

[Redacted s30(b)(ii)]

- As we discussed yesterday, we are concerned about the capacity constraints in schools and local authorities to determine and make these payments, we think that its really important that any consultation with wider stakeholders is based on a payment that both Scottish and Local Government agree is deliverable.
- Malcolm mentioned work on a quantum on the estimation of the number of teachers that will be involved. [Redacted s30(b)(ii)]
  - If there is a difference based on how many classes a teacher presents, at what level or if you share the class, it will be very difficult to collate this information
  - We agree with the points made yesterday that hourly rates are not the best way forward, often additional work is often paid at 'supported study' rates. This is significantly different in local authorities. In addition, how would an hourly rate work as teachers are on different scales bit will be doing the same additional work. Payrolls may not be able to cope with this.
- My understanding of this discussion yesterday was that additional funding for these payments with at least part of this would come from SQA 'savings' from 2020. Considering that LAs make substantial payments to the SQA each year (and given the reduced role of SQA for 2020 and 2021) we need clarity on how this will be adjusted for 2021. Whilst I'm not familiar with the mechanics of these payments it would seem odd if payments to the SQA are made and then money is provided back to LAs in support of the payments?

- Another consideration is the additional work that LAs will be responsible for in terms of Quality Assurance. They will need to ask teachers to support this over and above the additional work they will be doing anyway. It seems reasonable that this is a cost that the Scottish Government would consider meeting.

More than happy to discuss this further if helpful.

Thanks,

[Redacted s38(1)(b)]

## COSLA

CONVENTION OF SCOTTISH LOCAL AUTHORITIES

Verity House

19 Haymarket Yards  
Edinburgh EH12 5BH

Tel. 0131 474 [Redacted s38(1)(b)] / 07[Redacted s38(1)(b)]  
[Redacted s38(1)(b)]@cosla.gov.uk

**Enclosure 24 – Email: FW: Immediate – Payment to Teachers and Lecturers to Support Assessment of National Qualifications**

**From:** [Redacted s38(1)(b)]@gov.scot> **On Behalf Of** Deputy First Minister and Cabinet Secretary for Education and Skills

**Sent:** 09 December 2020 17:38

**To:** Swinney J (John) <John.Swinney@gov.scot>; Deputy First Minister and Cabinet Secretary for Education and Skills <DFMCSE@gov.scot>

**Subject:** FW: Immediate – Payment to Teachers and Lecturers to Support Assessment of National Qualifications

DFM,

For consideration

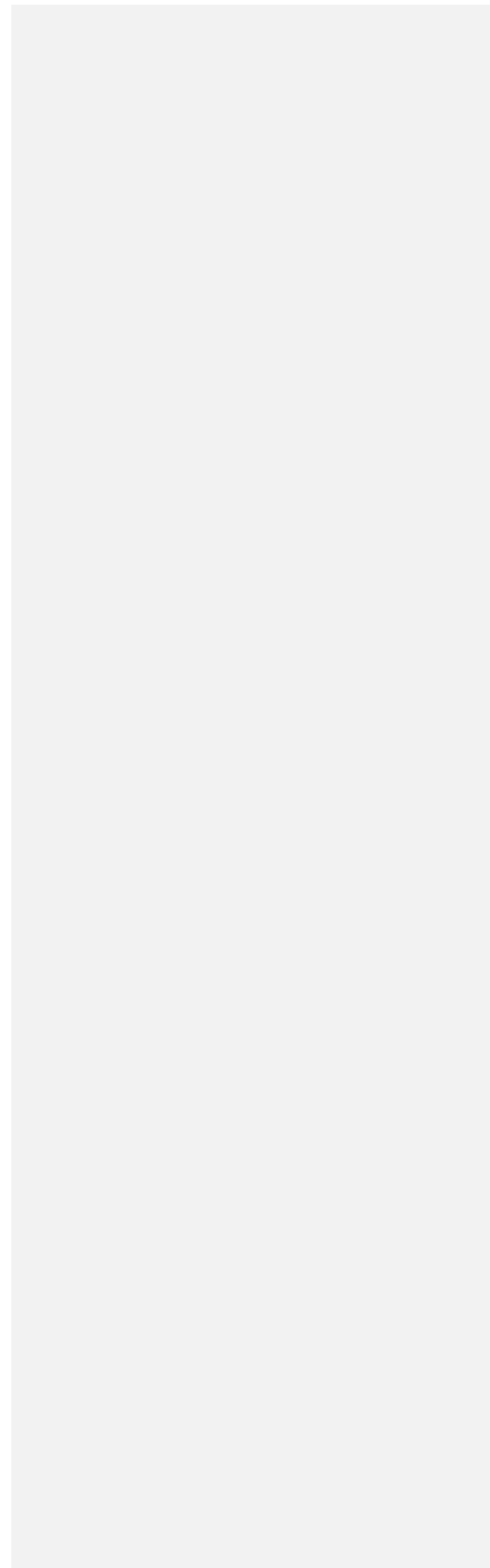
Thanks

[Redacted s38(1)(b)]

[See Enclosure 23 for remainder of email chain]

**Enclosure 24.1 – Attachment: Word document**

[See Enclosure 23.1]



**Enclosure 25 – Email: RE: Immediate – Payment to Teachers and Lecturers to Support Assessment of National Qualifications**

**From:** [Redacted s38(1)(b)]@gov.scot> **On Behalf Of** Deputy First Minister and Cabinet Secretary for Education and Skills  
**Sent:** 10 December 2020 10:43  
**To:** Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>  
**Cc:** Deputy First Minister and Cabinet Secretary for Education and Skills <DFMCSE@gov.scot>; DG Education, Communities & Justice <DGECJ@gov.scot>; Director of Learning <DirectorofLearning@gov.scot>; Drought A (Andrew) <Andrew.Drought@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Pooley L (Linda) Dr <Linda.Pooley@gov.scot>  
**Subject:** RE: Immediate – Payment to Teachers and Lecturers to Support Assessment of National Qualifications

Hi Malcolm,

DFM is content to proceed on this basis. He has asked to be kept informed.

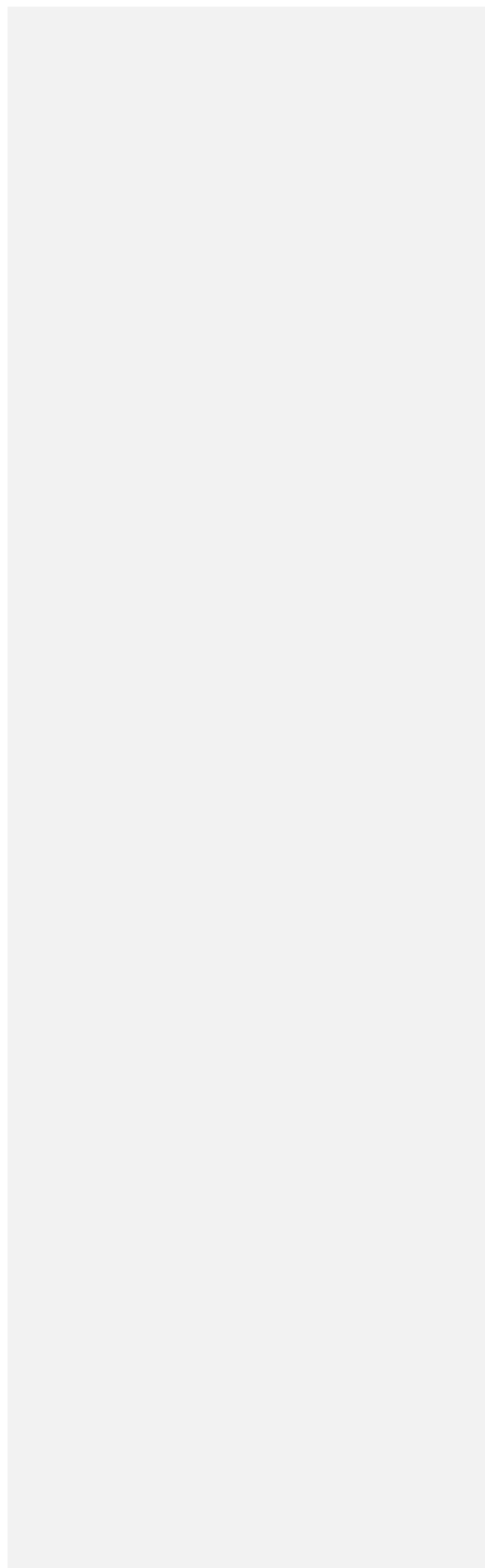
Many Thanks

[Redacted s38(1)(b)]

[See Enclosure 23 for remainder of email chain]

**Enclosure 25.1 – Attachment: Word document**

[See Enclosure 23.1]



**Enclosure 26 – Email: FW: PQ - S5W-33932 - Deadline Date 16th December**

**From:** [Redacted s38(1)(b)]@gov.scot>  
**Sent:** 10 December 2020 12:00  
**To:** [Redacted s38(1)(b)]@gov.scot>  
**Subject:** FW: PQ - S5W-33932 - Deadline Date 16th December

Hello

Would you have capacity to take this one forward? [Redacted s38(1)(b)]'s a bit swamped.

[Redacted s38(1)(b)]

[Redacted s38(1)(b)], Scottish Government, Area 2B North, Victoria Quay, Edinburgh EH6 6QQ. Call: 07[Redacted s38(1)(b)] Email: [Redacted s38(1)(b)]@gov.scot

[Redacted s38(1)(b)].



**From:** [Redacted s38(1)(b)]@gov.scot>  
**Sent:** 10 December 2020 10:11  
**To:** ET FMQ/PQ Mailbox <ETFMQPQ@gov.scot>; [Redacted s38(1)(b)]@gov.scot>  
**Cc:** [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>  
**Subject:** RE: PQ - S5W-33932 - Deadline Date 16th December

Hi [Redacted s38(1)(b)] – yes, it is indeed one for this team, if you could send it my way.

Thank you, [Redacted s38(1)(b)]

**From:** [Redacted s38(1)(b)]@gov.scot> **On Behalf Of** ET FMQ/PQ Mailbox  
**Sent:** 10 December 2020 10:08  
**To:** [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>  
**Cc:** ET FMQ/PQ Mailbox <ETFMQPQ@gov.scot>  
**Subject:** PQ - S5W-33932 - Deadline Date 16th December

Hello

I would appreciate it if you could take a look at the below PQ and let me know if this is for your area?

**S5W-33932 Liz Smith:** To ask the Scottish Government, further to the statement by the Cabinet Secretary for Education and Skills on 8 December 2020 (*Official Report*, c. 46), from which budget stream the exceptional, one-off payment to teachers assessing and marking National 5, Higher and Advanced Higher courses in 2021 will

be sourced, and whether it will apply to (a) college lecturers and (b) staff at independent schools carrying out the same task.

**PQ deadline is – 16/122020**

If not your area, grateful if you could let me know why and point me in the right direction of who you think may be able to lead.

Thank you in advance

[Redacted s38(1)(b)]

[Redacted s38(1)(b)] Team Scottish Government, Room 1N.04. St Andrews House, Regent Road, Edinburgh EH1 3DG.

0131244[Redacted s38(1)(b)]

[Redacted s38(1)(b)]@scot.gov

[Redacted s38(1)(b)]

**Enclosure 27 – Email: RE: URGENT - RESTRICTED - SQA ACM -in strictest confidence**

**From:** [Redacted s38(1)(b)]@gov.scot>  
**Sent:** 11 December 2020 11:21  
**To:** Pooley L (Linda) Dr <Linda.Pooley@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>  
**Cc:** [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>; [Redacted s38(1)(b)]@gov.scot>  
**Subject:** RE: URGENT - RESTRICTED - SQA ACM -in strictest confidence

Thanks for this Linda

Apologies for the delay.

I agree it will be key that there is a joined up discussion with the various stakeholders out there. To this end a meeting has now been called for a discussion between SG, unions and employers this afternoon (4.30-5). [Redacted s30(b)(ii)] at this stage it is exploring the different views of the groups and seeking to agree a common approach to some of the key issues such as eligibility and mechanism of payment.

To this end it would be very useful to have either [Redacted s38(1)(b)] or [Redacted s38(1)(b)] on the call, and would very much appreciate your views if someone from Colleges Scotland should also be included to cover the employer angle from the colleges perspective.

Happy to discuss any of this.

Thanks

[Redacted s38(1)(b)]

**From:** Pooley L (Linda) Dr <Linda.Pooley@gov.scot>  
**Sent:** 09 December 2020 21:46  
**To:** [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>  
**Cc:** [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>; [Redacted s38(1)(b)]@gov.scot>  
**Subject:** RE: URGENT - RESTRICTED - SQA ACM -in strictest confidence

Hi [Redacted s38(1)(b)]

[Redacted s38(1)(b)] and [Redacted s38(1)(b)] copied in first instance

[Redacted – not in scope]

Linda

Dr Linda Pooley, Deputy Director, Colleges, Young Workforce and Scottish Funding Council Sponsorship : TEL: 0131 244 1234 MOB: 07[Redacted s38(1)(b)]

PA [Redacted s38(1)(b)] IT 0300 244 [Redacted s38(1)(b)] IE [Redacted s38(1)(b)]@gov.scot [Redacted s38(1)(b)]



**From:** [Redacted s38(1)(b)]@gov.scot>  
**Sent:** 09 December 2020 16:20  
**To:** Pooley L (Linda) Dr <Linda.Pooley@gov.scot>  
**Cc:** [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>; [Redacted s38(1)(b)]@gov.scot>  
**Subject:** RE: URGENT - RESTRICTED - SQA ACM -in strictest confidence

Hi Linda

Returning to this issue. We've been thinking about the best way of taking this forward from a schools perspective and obviously also need to consider the colleges angle. Who would be best on your side to talk to and so better understand the lay of the land with regards to pay?

Thanks

[Redacted s38(1)(b)]

**From:** Pooley L (Linda) Dr <Linda.Pooley@gov.scot>  
**Sent:** 04 December 2020 15:38  
**To:** Martin Boyle <martinboyle@sfc.ac.uk>; Martin Fairbairn <mfairbairn@sfc.ac.uk>  
**Cc:** [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Director of Advanced Learning and Science <DirectorofAdvancedLearningandScience@gov.scot>  
**Subject:** RE: URGENT - RESTRICTED - SQA ACM -in strictest confidence

Many thanks Martin –

[Redacted s38(1)(b)], [Redacted s38(1)(b)] not sure how we best present this - suggest we use figure of up to 7542, of which circa 50% are FT? So max cost would be 3827 x amount offered plus an additional 3715 PT staff at presumably prorata

If it helps we think that for same year of 18-19 its roughly 5520 FTE

Is that enough for purpose of today?

Thanks

Linda

Dr Linda Pooley, Deputy Director, Colleges, Young Workforce and Scottish Funding Council Sponsorship : TEL: 0131 244 1234 MOB: 07[Redacted s38(1)(b)]

PA [Redacted s38(1)(b)] I T 0300 244 [Redacted s38(1)(b)] I E [Redacted s38(1)(b)]@gov.scot [Redacted s38(1)(b)]



To

**From:** Martin Boyle <martinboyle@sfc.ac.uk>  
**Sent:** 04 December 2020 15:25  
**To:** Pooley L (Linda) Dr <Linda.Pooley@gov.scot>; Martin Fairbairn <mfairbairn@sfc.ac.uk>  
**Cc:** [Redacted s38(1)(b)]@gov.scot>; Sloan A (Alan) <Alan.Sloan@gov.scot>; Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Director of Advanced Learning and Science <DirectorofAdvancedLearningandScience@gov.scot>  
**Subject:** RE: URGENT - RESTRICTED - SQA ACM -in strictest confidence

Hi Linda

From Table A in the college publication – Headcount of Teaching Staff 2018-19

Permanent FT	Permanent PT	Temporary FT	Temporary PT	Total FT	Total PT	Overall Total
3,718	2,632	109	1,083	3,827	3,715	7,542

Not sure if you would want to include the temp staff.

Best

Martin Boyle

### Martin Boyle

Director | Stiùiriche  
Policy, Insight & Analytics | Poileasaidh, Lèirse agus Anailitics  
Scottish Funding Council | Comhairle Maoineachaidh na h-Alba  
t: (+44) 07[Redacted s38(1)(b)] e: martinboyle@sfc.ac.uk

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Please consider the environment before printing | Smaoinichibh air an Arainneachd mus priont sibh seo.

**From:** Linda.Pooley@gov.scot [mailto:Linda.Pooley@gov.scot]  
**Sent:** 04 December 2020 14:06  
**To:** Martin Fairbairn; Martin Boyle  
**Cc:** [Redacted s38(1)(b)]@gov.scot; [Redacted s38(1)(b)]@gov.scot; Malcolm.Pentland@gov.scot; [Redacted s38(1)(b)]@gov.scot; [Redacted s38(1)(b)]@gov.scot; DirectorofAdvancedLearningandScience@gov.scot  
**Subject:** URGENT - RESTRICTED - SQA ACM -in strictest confidence  
**Importance:** High

SFC – with apologies, but we need this this afternoon

We have been asked to urgently consider the potential for a one off payment ( between 100 and 500 pounds) for those college lecturers who may be required to do extra work and marking to deliver any alternative accreditation model for SQA accredited awards this year.

Are SFC able to give us ballpark figures for what this would cost in the college sector based on upper limits ( ie assuming all college lecturers would be entitled to this one way or another ) or based on your best estimate/information of numbers of college lecturers that this would actually affect ( I'm not sure how readily you might have that to hand)

We need to get initial advice to Ministers on this this evening so really need this asap and accepting it will be ballpark – if nothing else total number of lecture this could apply to /total number of college lecturers needed

Thanks and apologies again for rapidity

Linda

Dr Linda Pooley, Deputy Director, Colleges, Young Workforce and Scottish Funding Council Sponsorship : TEL: 0131 244 1234 MOB: 07[Redacted s38(1)(b)]

PA [Redacted s38(1)(b)] I T 0300 244 [Redacted s38(1)(b)] I E [Redacted s38(1)(b)]@gov.scot [Redacted s38(1)(b)]

**Enclosure 28 – Email: RE: One off payment to secondary teachers to support exam replacement**

**From:** [Redacted s38(1)(b)]@gov.scot>  
**Sent:** 11 December 2020 17:44  
**To:** Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>; Director of Learning <DirectorofLearning@gov.scot>; Logan G (Graeme) <Graeme.Logan@gov.scot>  
**Cc:** [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>  
**Subject:** RE: One off payment to secondary teachers to support exam replacement

That sounds better – thanks Malcolm!

**From:** Pentland MK (Malcolm)  
**Sent:** 11 December 2020 17:42  
**To:** [Redacted s38(1)(b)]@gov.scot ; Director of Learning ; Logan G (Graeme)  
**Cc:** [Redacted s38(1)(b)]@gov.scot ; [Redacted s38(1)(b)]@gov.scot  
**Subject:** RE: One off payment to secondary teachers to support exam replacement

Thanks [Redacted s38(1)(b)]. We may not need to respond quite so immediately given the ongoing discussions, however, we could do so. If we do I suggest we replace:

We have been working on the assumption that this would include head teachers and school leadership teams given the role they will most certainly play in ensuring consistency of the quality assurance processes within their schools. We are working closely with COSLA, ADES and the unions to determine how best the payment will be managed.

With:

We are working closely with partners to help inform options in relation to the detail of the payment and will certainly be including head teachers and school leadership teams within that consideration given their role in relation to quality assurance within their schools.

Thanks again for this and all your work this week.

Malcolm

**From:** [Redacted s38(1)(b)]@gov.scot>  
**Sent:** 11 December 2020 17:32  
**To:** Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>; Director of Learning <DirectorofLearning@gov.scot>; Logan G (Graeme) <Graeme.Logan@gov.scot>  
**Cc:** [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>  
**Subject:** RE: One off payment to secondary teachers to support exam replacement

Hi Graeme

Please see below initial suggested response to AHDS. Wasn't sure if this was to be an email reply or letter so have just include as text but can put into a letter template if needed.

For information, analysts have confirmed that the figure of FTE teachers that we used when looking at modelling for the additional payment includes head teachers (the exact number for 2019 was 23,522 FTE, which included 343 head teachers in secondary schools). The updated figures that will be released next Tuesday won't be able to be split by grade.

Given that we've stated that the payment relates to work associated with quality assurance processes for the qualifications which school leadership would also likely be involved in, the below response is based on the assumption that head teachers would receive the payment (as per highlighted text) but I can look to amend this if discussions are suggesting this should not be the case.

Regards

[Redacted s38(1)(b)]

---

Dear Greg

Thank you for your message about the cancellation of the Higher and Advanced Higher exams, and the additional payment to teachers, announced by the Deputy First Minister on Tuesday.

I appreciate the considerable pressures that all teachers, including head teachers, are facing this year. This exceptional one-off payment recognises the additional workload for teachers in delivering the extra marking, cross-marking and quality assurance processes associated with the alternative certification model, at this time of already immense pressure and in the unique set of circumstances we find ourselves in this year. We have been working on the assumption that this would include head teachers and school leadership teams given the role they will most certainly play in ensuring consistency of the quality assurance processes within their schools. We are working closely with COSLA, ADES and the unions to determine how best the payment will be managed.

[Redacted – not in scope]

Please be assured that the efforts of all school staff, and those within local authorities, are fully recognised and appreciated in these particularly unique and challenging times. We will endeavour to make sure that any future statements reflect this position and we are more explicit in referencing all groups, including school leadership teams where relevant.

**From:** Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>

**Sent:** 11 December 2020 15:49

**To:** Director of Learning <DirectorofLearning@gov.scot>; [Redacted s38(1)(b)]@gov.scot>  
**Cc:** [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>  
**Subject:** RE: One off payment to secondary teachers to support exam replacement

[Redacted s38(1)(b)]

Would you be ok to prepare a first draft reply please?

Thanks  
Malcolm

**From:** [Redacted s38(1)(b)]@gov.scot> **On Behalf Of** Director of Learning  
**Sent:** 11 December 2020 15:40  
**To:** Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>  
**Cc:** [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Director of Learning <DirectorofLearning@gov.scot>  
**Subject:** One off payment to secondary teachers to support exam replacement

Hi Malcolm,

Graeme has asked if we can treat the below email as correspondence – would the NQ team be able to draft a response for Graeme to consider, please?

Regards, [Redacted s38(1)(b)]

[Redacted s38(1)(b)] **Director of Learning | Learning Directorate, Business Support Unit**  
Tel: 0131 244 [Redacted s38(1)(b)]  
**The Scottish Government:**  
Area 2B North - Victoria Quay, Edinburgh, EH6 6QQ

**From:** Greg Dempster <greg@ahds.org.uk>  
**Sent:** 08 December 2020 16:49  
**To:** Director of Learning <DirectorofLearning@gov.scot>  
**Subject:** One off payment to secondary teachers to support exam replacement

Graeme,

When my members see the news tonight about the cancellation of the Higher and Advance Higher exams (which seems a very appropriate decision given the data referred to by DFM) and about the additional payment for teachers involved due to the additional workload faced, I have no doubt my inbox will quickly fill up. Not because such a payment is inappropriate but because of the lack of equity.

School leaders have lost holidays throughout the pandemic from organising and staffing hubs and preparing for re-opening after summer on a wholly different basis than had been planned for before summer. They have worked countless extra hours seeking to discharge normal duties in evenings and weekends as managing schools during the day leaves little time for that work. They have given over further time for contact identification and tracing during evenings, weekends and holiday periods. The vast majority have seen no time back for these extensive additional hours and none have seen additional pay.

Why is one group offered additional recompense when the other is not?

Further, the efforts of teachers were once again given particular note in DFM's address but not those efforts of school leadership teams or indeed local authority HQ teams. As requested before, can we please try to remedy that for future statements?

Best regards,

Greg

Greg Dempster  
AHDS General Secretary

Like AHDS on Facebook [www.facebook.com/AHDSScotland](http://www.facebook.com/AHDSScotland)  
For more about AHDS visit [www.ahds.org.uk](http://www.ahds.org.uk)  
AHDS is a member of the European School Heads Association [www.esha.org](http://www.esha.org)

**Enclosure 29 – Email: FW: Payments for Secondary teachers**

**From:** Logan G (Graeme) <Graeme.Logan@gov.scot> **On Behalf Of** Director of Learning  
**Sent:** 14 December 2020 09:18  
**To:** Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>  
**Subject:** FW: Payments for Secondary teachers

Hi Malcom

We should include this in the sub as the specific ADES views on the approach, shared with us following the meeting on Friday. Graeme.

**From:** Carrie Lindsay  
**Sent:** 11 December 2020 17:36  
**To:** Logan G (Graeme) ; Pentland MK (Malcolm)  
**Subject:** Payments for Secondary teachers

Graeme

Just had a chat with Steven after the meeting and thought this idea might be helpful.

[Redacted s30(b)(ii)]

What the payment is for is key as described by Steven, for Assessment/QA/Moderation and if the teachers agreed to take payment they would be part of process.

[Redacted s30(b)(ii)] it has to be focussed on actual tasks related to the qualification process, [Redacted s30(b)(ii)].

Just some thoughts.

Have a good weekend.

Carrie Lindsay

Executive Director for Education & Children's Services

Fife Council

4<sup>th</sup> Floor  
Fife House  
North Street  
Glenrothes  
KY7 5LT

03451 55 55 55 Ext [Redacted]





s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Director of Advanced Learning and Science <DirectorofAdvancedLearningandScience@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Children and Families Directorate Support <CFSupport@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Director of Advanced Learning and Science <DirectorofAdvancedLearningandScience@gov.scot>; Macdonald R (Roddy) <Roddy.Macdonald@gov.scot>; Pooley L (Linda) Dr <Linda.Pooley@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>

**Cc:** [Redacted s38(1)(b)]@gov.scot>; Griffin J (Joe) <Joe.Griffin@gov.scot>; Bell D (Donna) <Donna.Bell@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Director of Advanced Learning and Science <DirectorofAdvancedLearningandScience@gov.scot>; Director for Children and Families <DirectorforChildrenandFamilies@gov.scot>; Macdonald R (Roddy) <Roddy.Macdonald@gov.scot>; McAloon HC (Hugh) <Hugh.McAloon@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; MacDougall A (Audrey) <Audrey.MacDougall@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Hicks C (Clare) <Clare.Hicks@gov.scot>; Bruce A (Andrew) <Andrew.Bruce@gov.scot>; Logan G (Graeme) <Graeme.Logan@gov.scot>; Wilson M (Mick) <Mick.Wilson@gov.scot>; Minister for Further Education, Higher Education and Science <MinisterFEHES@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; SCJD COVID-19 Coordination Hub <SCJDCOVID19@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; ET FMQ/PQ Mailbox <ETFMQPQ@gov.scot>

**Subject:** FMQ Brief Commission Request - Education- deadline 11am Monday 14th December

Dear Colleague,

[Redacted – not in scope]

#### **First Minister's Questions – Request for Briefing**

The FMQ team consider that your policy area may feature in FMQs next week and have asked that you prepare a brief for the First Minister.

Please could you send your briefing to the **ET FMQ/PQ mailbox** (ETFMQPQ@gov.scot) **no later than 11am on Monday 14<sup>th</sup>** (unless another deadline has been agreed in advance with the FMQ team) Can you please ensure **only these versions** of the FMQ briefings are updated and returned to us

If a previous version of your FMQ is attached then **please update that version** and return.

If you do not have a previous FMQ attached, then a blank template is attached for reference.

<< File: FMQ Template.docx >>

You can also find further guidance at the following link - <http://saltire/my-workplace/ministerial-preferences-and-support/best-practice/Pages/Preparing-FMQs.aspx>

**If you no longer need to be included on the regular commission emails for this DG area please do let us know so we can update the mailing list.**

Thank you in advance for your contribution and if you have any questions please get in touch with either [Redacted s38(1)(b)] (ext [Redacted s38(1)(b)]), [Redacted s38(1)(b)] (ext [Redacted s38(1)(b)]), [Redacted s38(1)(b)] (ext [Redacted s38(1)(b)]) or [Redacted s38(1)(b)] (ext [Redacted s38(1)(b)]).

If you have any questions about the process and deadlines, please get in touch with [Redacted s38(1)(b)] (ext [Redacted s38(1)(b)]) or [Redacted s38(1)(b)] (ext [Redacted s38(1)(b)]). Please note we are both currently working from home so if you need to get in touch urgently please use skype.

[Redacted – not in scope]

		<b>SQA (Exams) Contacts [Redacted s38(1)(b)]</b> << File: SQA - Exams.docx >>
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[Redacted – not in scope]

Thanks

[Redacted s38(1)(b)]

**Enclosure 30.1 – Attachment: Word document**

[Redacted – not in scope]

**h recognition of the additional workload of assessment of National Qualifications in 2021, I am supporting calls for additional resource to meet the requirements of the new assessment approach.**

- These are exceptional times and the system needs to work together to ensure that the hard work of learners can be fairly assessed and recognised.
- There will be a one off exceptional payment to support all teachers and lecturers delivering and marking National 5, Higher and Advanced Higher courses this year, in the absence of exams.
- Discussions will start immediately to finalise the details of this payment, to broadly recognise additional work associated with the alternative certification model this year.
- In addition, we would ask that secondary schools prioritise all remaining in-service day time to work together on this alternative model of certification for National Qualifications.

[Redacted – not in scope]

**Enclosure 31 – Email: RE: PQs -S5W-33896, S5W-33898, S5W-33899, S5W-33900, S5W-33901, S5W-33902 & S5W-33903 - PO deadline Tuesday 15 December**

**From:** [Redacted s38(1)(b)]@gov.scot>

**Sent:** 14 December 2020 09:54

**To:** [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>

**Subject:** RE: PQs -S5W-33896, S5W-33898, S5W-33899, S5W-33900, S5W-33901, S5W-33902 & S5W-33903 - PO deadline Tuesday 15 December

[Redacted s38(1)(b)] – I see [Redacted s38(1)(b)] has come back so just let me know if there's anything else you need a hand with.

[Redacted s38(1)(b)]

[Redacted s38(1)(b)], Scottish Government, Area 2B North, Victoria Quay, Edinburgh EH6 6QQ. Call: 07[Redacted s38(1)(b)] Email: [Redacted s38(1)(b)]@gov.scot

[Redacted s38(1)(b)]



**From:** [Redacted s38(1)(b)]@gov.scot>

**Sent:** 11 December 2020 12:32

**To:** [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>

**Cc:** [Redacted s38(1)(b)]@gov.scot>; Pentland MK (Malcolm)  
<Malcolm.Pentland@gov.scot>

**Subject:** RE: PQs -S5W-33896, S5W-33898, S5W-33899, S5W-33900, S5W-33901, S5W-33902 & S5W-33903 - PO deadline Tuesday 15 December

Thanks [Redacted s38(1)(b)].

Those responses are looking good – great work pulling these together.

I've suggested tweaks to a few of the responses as tracked changes in the attached which [Redacted s38(1)(b)] may wish to review. Happy to discuss any points.

Best regards

[Redacted s38(1)(b)]

**From:** [Redacted s38(1)(b)]@gov.scot>

**Sent:** 11 December 2020 11:43

**To:** [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>

**Cc:** [Redacted s38(1)(b)]@gov.scot>; Pentland MK (Malcolm)  
<Malcolm.Pentland@gov.scot>

**Subject:** PQs -S5W-33896, S5W-33898, S5W-33899, S5W-33900, S5W-33901, S5W-33902 & S5W-33903 - PO deadline Tuesday 15 December

Both – please find attached draft PQs, for comment..[Redacted – not in scope]

[Redacted s38(1)(b)] – when you have a minute could you confirm whether you are content to lead on the drafting for the below PQ (PO deadline Weds 16 December), please:

S5W-33932 Liz Smith: To ask the Scottish Government, further to the statement by the Cabinet Secretary for Education and Skills on 8 December 2020 (Official Report, c. 46), from which budget stream the exceptional, one-off payment to teachers assessing and marking National 5, Higher and Advanced Higher courses in 2021 will be sourced, and whether it will apply to (a) college lecturers and (b) staff at independent schools carrying out the same task.

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

**Enclosure 32 – Email: RE: Communication to Directors of Education**

**From:** [Redacted s38(1)(b)]@gov.scot>  
**Sent:** 14 December 2020 15:22  
**To:** [Redacted s38(1)(b)]@gov.scot>  
**Subject:** RE: Communication to Directors of Education

Just wondering if we should float this suggestion with Peter?

[Redacted s38(1)(b)], Scottish Government, Area 2B North, Victoria Quay, Edinburgh EH6 6QQ. Call: 07[Redacted s38(1)(b)] Email: [Redacted s38(1)(b)]@gov.scot

[Redacted s38(1)(b)]



**From:** [Redacted s38(1)(b)]@gov.scot>  
**Sent:** 11 December 2020 14:58  
**To:** Director of Learning <DirectorofLearning@gov.scot>; Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>  
**Cc:** [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>  
**Subject:** Communication to Directors of Education

Graeme/Malcolm

I wondered whether it would be beneficial for DFM to write to local authorities (Directors of Education) to outline expectations following the announcement of the cancellation of the Highers and Advanced Highers. This would allow us to outline some key points such as:

- [Redacted – not in scope]
- Next steps in relation to taking forward additional payment for teachers
- [Redacted – not in scope]

I have drafted the attached as a potential starting point of what this might look like if you consider that such a letter would be helpful.

Kind regards  
[Redacted s38(1)(b)]

[Redacted s38(1)(b)], Learning Directorate, Scottish Government, Area 2B North, Victoria Quay, Edinburgh, EH6 6QQ  
✉ email: [Redacted s38(1)(b)]@gov.scot 📞 mobile: 07[Redacted s38(1)(b)] 🌐 url: www.gov.scot

[Redacted s38(1)(b)]

**Enclosure 33 – Email: RE: PQs -S5W-33896, S5W-33898, S5W-33899, S5W-33900, S5W-33901, S5W-33902 & S5W-33903 - PO deadline Tuesday 15 December**

**From:** [Redacted s38(1)(b)]@gov.scot>  
**Sent:** 14 December 2020 16:17  
**To:** [Redacted s38(1)(b)]@gov.scot>  
**Subject:** RE: PQs -S5W-33896, S5W-33898, S5W-33899, S5W-33900, S5W-33901, S5W-33902 & S5W-33903 - PO deadline Tuesday 15 December

Thanks [Redacted s38(1)(b)] and well done.

[Redacted s38(1)(b)], Scottish Government, Area 2B North, Victoria Quay, Edinburgh EH6 6QQ. Call: 07[Redacted s38(1)(b)] Email: [Redacted s38(1)(b)]@gov.scot

[Redacted s38(1)(b)]



**From:** Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>  
**Sent:** 14 December 2020 16:05  
**To:** [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>  
**Cc:** [Redacted s38(1)(b)]@gov.scot>  
**Subject:** RE: PQs -S5W-33896, S5W-33898, S5W-33899, S5W-33900, S5W-33901, S5W-33902 & S5W-33903 - PO deadline Tuesday 15 December

Thanks all. A few minor tracked changes from me but otherwise good to go.  
Malcolm

**From:** [Redacted s38(1)(b)]@gov.scot>  
**Sent:** 14 December 2020 11:31  
**To:** [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>  
**Cc:** [Redacted s38(1)(b)]@gov.scot>; Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>  
**Subject:** RE: PQs -S5W-33896, S5W-33898, S5W-33899, S5W-33900, S5W-33901, S5W-33902 & S5W-33903 - PO deadline Tuesday 15 December

Thanks both

I've made some minor changes. For Malcolm to clear this version.

[Redacted s38(1)(b)]

[See Enclosure 31 from email for 11 December 2020 12:32 for remainder of email chain]

**Enclosure 34 – Email: URGENT – Payment to Teachers and Lecturers to Support Assessment of National Qualifications**

**From:** Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>  
**Sent:** 14 December 2020 18:52  
**To:** Deputy First Minister and Cabinet Secretary for Education and Skills <DFMCSE@gov.scot>  
**Cc:** DG Education, Communities & Justice <DGECJ@gov.scot>; Johnston P (Paul) <Paul.Johnston@gov.scot>; Director of Learning <DirectorofLearning@gov.scot>; Drought A (Andrew) <Andrew.Drought@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Pooley L (Linda) Dr <Linda.Pooley@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Anson S (Sam) <Sam.Anon@gov.scot>; Wilson M (Mick) <Mick.Wilson@gov.scot>; Morrison E (Elizabeth) (Education Scotland) <Elizabeth.Morrison2@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; McAllister C (Colin) <Colin.McAllister@gov.scot>; Communications DFM & Education <CommunicationsDFM&Education@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Director of Advanced Learning and Science <DirectorofAdvancedLearningandScience@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>  
**Subject:** URGENT – Payment to Teachers and Lecturers to Support Assessment of National Qualifications

PS/DFM

Copy: as above

**URGENT - Payment to Teachers and Lecturers to Support Assessment of National Qualifications**

Please find attached a further note (5 pages) on the above for DFM's urgent consideration.

Thanks  
Malcolm

**Malcolm Pentland** | Deputy Director  
Curriculum, Qualifications and Gaelic Division | email: malcolm.pentland@gov.scot  
| tel:+44(0) 131 244 0047  
Learning Directorate | Area 2B North | Victoria Quay | Edinburgh | EH6 6QQ  
Buidheann-Stùiridh an Ionnsachaidh | Raon 2B Tuath | Cidhe Bhictòria | Dùn Èideann | EH6 6QQ

[See Enclosure 25 for remainder of email chain]

**Enclosure 34.1 – Attachment: Word document**

From: Malcolm Pentland  
Curriculum, Qualifications & Gaelic Division

14 December 2020

Deputy First Minister

**PAYMENTS TO SUPPORT ASSESSMENT OF NATIONAL QUALIFICATIONS IN 2020-21**

**Purpose**

1. To provide further advice on engagement with partners and employers in relation to progressing arrangements to make a payment to teachers and lecturers for assessing and marking N5, Higher and Advanced Higher courses this academic year.

**Priority**

2. Urgent – you confirmed to Parliament on 8 December that engagement with partners and employers in relation to the payment would be progressed urgently. There is some pressure, particularly from the EIS (Larry Flanagan) to communicate more detail about the payment in advance of the Christmas break and Liz Smith MSP has lodged a PQ on the subject.

**Background**

3. Some stakeholders, and in particular the EIS, have raised concerns over workload implications for teachers and lecturers of the alternative certification model (ACM) for national qualifications in 2020-21.
4. With regard to these concerns, you announced to Parliament on 8 December that *“I intend to make an exceptional one-off payment to teachers and lecturers who are critical to assessing and marking national 5, higher and advanced higher courses this year. We will progress that work urgently with partners and employers, which will include discussions about when and how the payment will be delivered.”*
5. You agreed to officials engaging with relevant members from CERG (COSLA, ADES, EIS and SLS) to discuss issues in relation to the payment in order to provide you with advice on the matter. You asked to be kept informed of progress.
6. A meeting with partners took place on Friday and included the following CERG members:
  - Carrie Lindsay, ADES
  - Larry Flanagan, EIS
  - Jim Thewlis, SLS
  - [Redacted s38(1)(b)], COSLA

Also attending were:

- Steven Quinn, ADES
- [Redacted s38(1)(b)], COSLA
- [Redacted s38(1)(b)], COSLA
- Heather Stevenson, Colleges Scotland

### **Discussion with relevant CERG members**

7. Key points from the discussion follow.

#### Rationale for payment:

8. It was made clear to partners that the payment was a **one-off, exceptional** payment, being made to acknowledge the additional work required by teachers and lecturers this academic year in relation to marking and quality assuring candidates' work under the ACM for N5, H and AH qualifications. It was also made clear that this was not a bonus scheme like that being paid to health and social care staff.

[Redacted s30(b)(ii)]

#### Nature of payment:

9. There was agreement that a **flat rate** payment on a pro-rata basis made sense and an acknowledgement that any other approach would be too complicated to administer. COSLA colleagues highlighted that the simpler the payment, the easier it would be to process.

#### Quantum of payment:

10. The exact quantum of the payment was **not discussed** in this meeting due to concerns that any figure identified as likely might be leaked prior to any final decision being made.

[Redacted s30(b)(ii)]

#### Eligibility for payment:

11. There was recognition that there were risks in determining eligibility for the payment and concerns raised, [Redacted s30(b)(ii)]. In your statement you were clear it would be made to those teachers and lecturers who are '*critical to assessing and marking national 5, higher and advanced higher courses this year*'.

12. An approach, discussed in the meeting and not objected to by any party, would be to stipulate the activities undertaken by teachers and lecturers that would determine an individual as being eligible for the payment. By including assessment, quality assurance and moderation within this, it is likely that, in secondary schools, most of the teaching team would be included and, by taking the payment, teachers would in effect be agreeing to be part of the ACM process. This would assist in boosting capacity within schools to support the ACM and would, to some extent, help mitigate against the payment being seen as divisive

as there would be clear link to involvement in the actual tasks required in relation to the ACM. [Redacted s30(b)(i)]

[Redacted – not in scope]

### **Colleges**

13. Colleges Scotland were represented at the discussion on Friday and noted that clarity over eligibility would be key, [Redacted s30(b)(i)]
14. Colleges policy colleagues are urgently seeking to better understand the number of lecturers that would be eligible for a payment. They note that lecturers are paid by their respective colleges, but pay scales are harmonised across the sector, and so there should be no issues with one rate applying to all lecturers. [Redacted – not in scope]

### **Independent Schools**

15. The discussion with partners referred to above did not include any consideration of the eligibility of teachers in the independent sector, however, SCIS has been in touch seeking any initial information on how the payment might be disbursed.
16. [Redacted s29(1)(a)] It should also be noted that not all independent secondary schools do SQA qualifications and that in some cases teachers in the independent sector will already be paid more.
17. [Redacted s29(1)(a)] The payment is for additional work undertaken and this equally applies to teachers in independent schools. [Redacted s30(b)(i)]

[Redacted s30(b)(i)]

### **Funding the payment**

18. You wrote to the Cabinet Secretary for Finance on 7 December, [Redacted s29(1)(b)]
19. The AO template is being updated to reflect the recent discussions. [Redacted – not in scope]

### **Possible Next Steps**

20. There is consensus from key partners on the flat-rate nature of the payment. We know that the main teaching union views £400 to be the minimum level of payment that it would consider acceptable. [Redacted – not in scope]
21. Based on the information available to date, we anticipate that the total cost of making, and administering, a £400 pro-rata payment to all teachers and lecturers (including teachers in independent schools) involved in delivering the ACM for N5, H and AH qualifications would be in the region of £13m-15m depending on confirmation of eligibility, uptake and administrative costs.

22. Further work needs done on this, however, given the commitment already made and the calls for an early announcement on the quantum of the payment for individual teachers and lecturers, you could confirm the level of a payment this week, in advance of the Christmas break. At the same time you could confirm that discussions are ongoing with employers in relation to how to make the payment and that consideration will also be given in relation to other measures to mitigate against workload pressures. This could be announced through a GIQ and an associated news release. Officials would be happy to discuss this further.

### **Recommendation**

23. You are invited to:

- note the discussions held with relevant representatives from CERG and other key partners and the agreement regarding the flat rate nature of the payment and the broad consensus on the eligibility criteria for it;
- indicate whether you wish there to be further discussion with EIS (and/or others) to determine the quantum for the payment or whether you are content that a payment of £400 on a pro-rata basis is acceptable;
- confirm whether you are content for teachers critical to the ACM being delivered in independent schools being included within the eligibility criteria for the payment;
- indicate whether you wish arrangements for an announcement to be made later this week; and
- confirm whether you wish a further discussion with officials.

Malcolm Pentland  
Curriculum, Qualifications and Gaelic Division

14 December 2020

**Enclosure 35 – Catch-up and lost learning – Contribution from Scottish Government and Education Scotland**

[Redacted – not in scope]

Qualifications: The decision to cancel National 5 exams and subsequent decision (in early December 2020) to cancel Higher and Advanced Higher exams and replace with awards based on teacher judgement of individual pupil attainments was driven by a desire to ensure fairness to all learners, and to take account of the loss of learning, study and exam preparation time for large numbers of learners. There will be a one-off exceptional payment to support teachers and lecturers involved in the marking and quality assurances processes for the National 5, Higher and Advanced Higher courses this year, in the absence of exams. In addition, we are asking secondary schools to prioritise all remaining in-service day time to work together on this alternative model of certification for National Qualifications. The [Scottish Qualifications Authority](#) (SQA) will also consider how these processes take account of learners who have experienced significant levels of disruption, and that a fair appeals process is in place.

[Redacted – not in scope]

**Enclosure 36 – Email: NQ21 Group update on Higher and Advanced Higher**

**From:** [Redacted s38(1)(b)]@sqa.org.uk>

**Sent:** 16 December 2020 17:00

**To:** 'Jim Thewliss' <jim.thewliss@sls-scotland.org.uk>; 'McDaid, Tony' <Tony.Mcdaid@southlanarkshire.gov.uk>; 'Larry Flanagan' <lflanagan@eis.org.uk>; Director of Learning <DirectorofLearning@gov.scot>; Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Armstrong A (Alan) <Alan.Armstrong@educationscotland.gov.scot>; 'Steven Quinn' <steven.quinn@renfrewshire.gov.uk>; John.Edward@scis.org.uk; 'anne.campbell@ayrshire.ac.uk' <anne.campbell@ayrshire.ac.uk>; Gorman G (Gayle) <Gayle.Gorman@educationscotland.gov.scot>; David Macdonald <renfrewshire@npfs.org.uk>

**Cc:** Ben McKendrick <Ben.M@syp.org.uk>; [Redacted s38(1)(b)]@sqa.org.uk>; Fiona Robertson <fiona.robertson@sqa.org.uk>; [Redacted s38(1)(b)]@sqa.org.uk>; Jean Blair <Jean.Blair@sqa.org.uk>; Gill Stewart <Gill.Stewart@sqa.org.uk>

**Subject:** NQ21 Group update on Higher and Advanced Higher

Dear colleagues

The attached message is being issued to schools and colleges this afternoon and thereafter on the SQA website.

I'd be grateful if you could share among your contacts/members.

We will also publish messages for parents/carers and learners using the following links. They should be live shortly.

Parents/carers – <https://www.sqa.org.uk/sqa/96220.html>

Learners - <https://www.sqa.org.uk/sqa/96221.html>

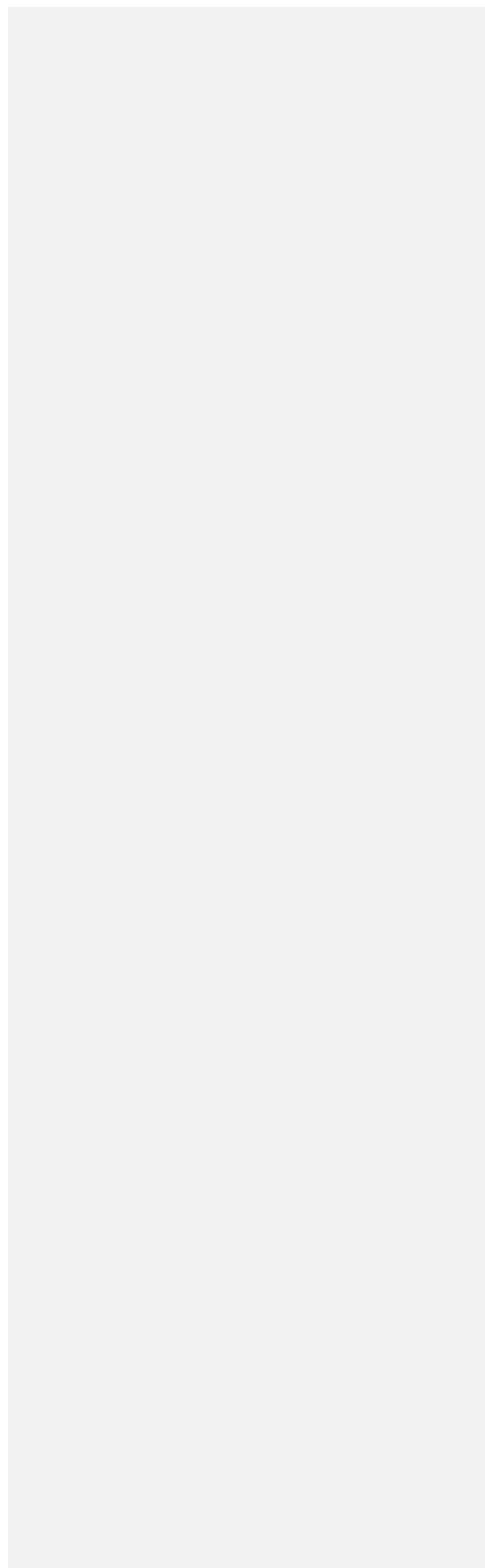
Kind regards

[Redacted s38(1)(b)]

**e:** [Redacted s38(1)(b)]@sqa.org.uk | **w:** <http://www.sqa.org.uk>  
Scottish Qualifications Authority  
The Optima Building, 58 Robertson Street, GLASGOW G2 8DQ

**Enclosure 36.1 – Attachment: Word document**

[Redacted s25(1) – <https://www.sqa.org.uk/sqa/96222.html>]







**First Minister's Questions – Request for Briefing**

The FMQ team consider that your policy area may feature in FMQs next week and have asked that you prepare a brief for the First Minister.

Please could you send your briefing to the **ET FMQ/PQ mailbox** ([ETFMQPQ@gov.scot](mailto:ETFMQPQ@gov.scot)) **no later than 11am on Monday 21<sup>st</sup>** (unless another deadline has been agreed in advance with the FMQ team) Can you please ensure **only these versions** of the FMQ briefings are updated and returned to us

If a previous version of your FMQ is attached then **please update that version** and return.

If you do not have a previous FMQ attached, then a blank template is attached for reference.

[Redacted – not in scope]

You can also find further guidance at the following link - <http://saltire/my-workplace/ministerial-preferences-and-support/best-practice/Pages/Preparing-FMQs.aspx>

**If you no longer need to be included on the regular commission emails for this DG area please do let us know so we can update the mailing list.**

Thank you in advance for your contribution and if you have any questions please get in touch with either [Redacted s38(1)(b)] (ext [Redacted s38(1)(b)]), [Redacted s38(1)(b)] (ext [Redacted s38(1)(b)]), [Redacted s38(1)(b)] (ext [Redacted s38(1)(b)]) or [Redacted s38(1)(b)] (ext [Redacted s38(1)(b)]).

If you have any questions about the process and deadlines, please get in touch with [Redacted s38(1)(b)] (ext [Redacted s38(1)(b)]) or [Redacted s38(1)(b)] (ext [Redacted s38(1)(b)]). Please note we are both currently working from home so if you need to get in touch urgently please use skype.

[Redacted – not in scope]

		<b>SQA (Exams) Contacts</b> [Redacted s38(1)(b)] [See Enclosure 37.1]
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[Redacted – not in scope]

Thanks  
[Redacted s38(1)(b)]

**Enclosure 37.1 – Attachment: Word document**

[Redacted – not in scope]

**In recognition of the additional workload of assessment of National Qualifications in 2021, we are providing additional resource to meet the requirements of the new assessment approach.**

- These are exceptional times and the system needs to work together to ensure that the hard work of learners can be fairly assessed and recognised.
- There will be a one off exceptional payment to support all teachers and lecturers delivering and marking National 5, Higher and Advanced Higher courses this year, in the absence of exams.
- Discussions are underway to finalise the details of this payment. In addition, we would ask that secondary schools prioritise all remaining in-service day time to work together on this alternative model of certification for National Qualifications.

[Redacted – not in scope]

**Enclosure 38 – Email: RE: URGENT – Payment to Teachers and Lecturers to Support Assessment of National Qualifications**

**From:** [Redacted s38(1)(b)]@gov.scot>

**Sent:** 18 December 2020 18:07

**To:** Deputy First Minister and Cabinet Secretary for Education and Skills <DFMCSE@gov.scot>

**Cc:** Director of Learning <DirectorofLearning@gov.scot>; Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>

**Subject:** RE: URGENT – Payment to Teachers and Lecturers to Support Assessment of National Qualifications

PS/DFM

As discussed earlier in the week Liz Smith lodged a PQ touching on some of Malcolm's submission below. In advance of feedback on that sub, and mindful of the PQ deadline of 23 December, we have offered two options for a suggested answer to the PQ depending on the view of the submission the DFM may take. Option A offers a little less detail, option B offers a little more detail.

In advance of feedback on the submission we would be grateful for a steer as to which answer may be preferred.

Thanks

[Redacted s38(1)(b)]

[See Enclosure 34 for remainder of email chain]

**Enclosure 38.1 – Attachment: Word document**

**Parliamentary Questions – Liz Smith MSP  
MPO deadline Wednesday 16 December**

**Liz Smith MSP:** To ask the Scottish Government, further to the statement by the Cabinet Secretary for Education and Skills on 8 December 2020 (Official Report, c. 46), from which budget stream the exceptional, one-off payment to teachers assessing and marking National 5, Higher and Advanced Higher courses in 2021 will be sourced, and whether it will apply to (a) college lecturers and (b) staff at independent schools carrying out the same task. **S5W-33932**

**A:**

**Option A**

In acknowledgement of the additional workload around the quality assurance associated with the alternative certification model for the National Qualifications in 2021, at a time of already significant pressures due to COVID, I am making provision for a payment for all teachers and lecturers directly involved in these processes.

This one-off, exceptional payment will come from public expenditure, and further detail will be set out in due course.

Discussions are underway to determine how best these payments might apply to teachers and lecturers involved, including those in independent schools.

**Option B**

In acknowledgement of the additional workload around the quality assurance associated with the alternative certification model for the National Qualifications in 2021, at a time of already significant pressures due to COVID, I am making provision for a payment to all teachers and lecturers involved in these processes.

This one-off, exceptional payment will come from the education budget.

Discussions are underway to determine how best these payments might apply to eligible teachers and lecturers involved. All teachers and lecturers who are critical to assessing and marking National 5, Higher and Advanced Higher Qualifications should be considered for eligibility for this payment.

**BACKGROUND NOTE FOR S5W-33932**

1. Liz Smith is a Conservative MSP representing Mid Scotland and Fife (Region). She was previously a member of the Education and Skills Committee, and is a member of the General Teaching Council of Scotland.

2. In the Conservative Education debate on 9 December 2020, she asked “Can the cabinet secretary outline where the exceptional one-off payment will be sourced from? Is it coming from SQA fees or from general taxation?”. The Deputy First Minister responded that “It will come out of public expenditure because all these activities are paid for through public expenditure. However, we will not be paying SQA marker fees in the usual fashion, because there will not be exam papers to mark. The resources that are allocated for that factor will be instrumental in making provision for the one-off payment, which is to recognise the fact that teachers and lecturers will be undertaking an activity that would ordinarily be carried out by SQA markers.”

3. The Scottish Conservative Party demanded that certainty be delivered on exams, yet chose not to back an amendment that noted that this is what the Government has delivered.

4. In your 8 December Parliamentary statement, you outlined that due to the continuing disruption and likely further disruption caused by Covid-19, the 2021 Higher and Advanced Higher exam diet would no longer go ahead.

5. This announcement follows your statement on 7 October, confirming that there would be no exams for National 5 courses. On 8 December, SQA published guidance produced by the National Qualification 2021 group on the alternative certification model for National 5. This will form the basis of guidance to be disseminated on the model for Higher and Advanced Higher in 2021 which will also make awards on teacher judgement of evidence of learner attainment.

6. In response to concerns around additional workload arising from the alternative certification model, you also announced that there will be a one-off exceptional payment to teachers and lecturers to support the requirements of the new assessment approach. Officials are progressing discussions urgently and will provide an update in due course.



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.

Scottish Ministers, Special advisers and the Permanent Secretary are covered by the terms of the Lobbying (Scotland) Act 2016. See [www.lobbying.scot](http://www.lobbying.scot)

**From:** Pentland MK (Malcolm)

**Sent:** 18 December 2020 13:45

**To:** Deputy First Minister and Cabinet Secretary for Education and Skills

**Cc:** DG Education, Communities & Justice ; Johnston P (Paul) ; Director of Learning ; Drought A (Andrew) ; [Redacted s38(1)(b)]@gov.scot ; [Redacted s38(1)(b)]@gov.scot ; [Redacted s38(1)(b)]@gov.scot ; [Redacted s38(1)(b)]@gov.scot ; [Redacted s38(1)(b)]@gov.scot ; [Redacted s38(1)(b)]@gov.scot ; [Redacted s38(1)(b)]@gov.scot ; Pooley L (Linda) Dr ; [Redacted s38(1)(b)]@gov.scot ; [Redacted s38(1)(b)]@gov.scot ; Anson S (Sam) ; Wilson M (Mick) ; Morrison E (Elizabeth) (Education Scotland) ; [Redacted s38(1)(b)]@environmentalstandards.scot ; McAllister C (Colin) ; Communications DFM & Education <CommunicationsDFM&Education@gov.scot>; [Redacted s38(1)(b)]@gov.scot ; Director of Advanced Learning and Science ; [Redacted s38(1)(b)]@gov.scot ; [Redacted s38(1)(b)]@gov.scot ; [Redacted s38(1)(b)]@gov.scot

**Subject:** RE: URGENT – Payment to Teachers and Lecturers to Support Assessment of National Qualifications

DFM

Copy: as above

Further to my note below, I am providing an update on this morning's meeting of the National Qualifications 2021 Group and, in particular, highlighting some strong views and proposals from within the group in relation to teacher capacity and workload.

[Redacted – not in scope]

In relation to the role of teachers and lecturers, the payment announced on 8 December [Redacted – not in scope] were raised:

On the **payment to teachers**, it was noted that officials had engaged with some of the NQ21 Group membership and COSLA on the issue and that this had been helpful in developing options. It was also noted that you confirmed to CERG yesterday that you were considering these options carefully. Subject to the view you reach on this, and given where we are in relation to the end of term for schools, are you content that we now look at arrangements for an announcement on this in the first week back following the festive break (w/c 4 January)? Following your statement announcing the payment, there were calls from the EIS for detail but that has quickly subsided and we have since had very little in way of correspondence or

other enquiries on the matter. If you are content with this timing, we suggest a GIQ and a news release and are in touch with communications colleagues on this.

[Redacted – not in scope]

Thanks  
Malcolm

**Malcolm Pentland** | Deputy Director  
Curriculum, Qualifications and Gaelic Division | email: malcolm.pentland@gov.scot  
| tel:+44(0) 131 244 0047  
Learning Directorate | Area 2B North | Victoria Quay | Edinburgh | EH6 6QQ  
Buidheann-Stiùiridh an Ionnsachaidh | Raon 2B Tuath | Cidhe Bhictòria | Dùn Èideann | EH6 6QQ

[See Enclosure 34 for remainder of email chain]

**Enclosure 40 – Email: Submission - payments to teachers and the impact of remote learning on the delivery of the alternative certification model**

**From:** [Redacted s38(1)(b)]@gov.scot>

**Sent:** 08 January 2021 17:57

**To:** Deputy First Minister and Cabinet Secretary for Education and Skills <DFMCSE@gov.scot>

**Cc:** DG Education, Communities & Justice <DGECJ@gov.scot>; Director of Learning <DirectorofLearning@gov.scot>; Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; SGLD School Education <SGLDSE@gov.scot>; McAllister C (Colin) <Colin.McAllister@gov.scot>

**Subject:** Submission - payments to teachers and the impact of remote learning on the delivery of the alternative certification model

PS/DFM

To see a note setting out an update on the planned payment to teachers and lecturers in respect of delivering the alternative certification model, [Redacted – not in scope]

Regards

[Redacted s38(1)(b)]

Curriculum, Qualifications and Gaelic - Learning Directorate  
Scottish Government  
(0131 24) x. [Redacted s38(1)(b)]

email: [Redacted s38(1)(b)]@scotland.gsi.gov.uk

**Enclosure 40.1 – Attachment: Word document**

From: [Redacted s38(1)(b)]  
Curriculum, Qualifications & Gaelic Division

8 January 2021

Deputy First Minister

**PAYMENTS TO SUPPORT ASSESSMENT OF NATIONAL QUALIFICATIONS IN 2020-21, [Redacted – not in scope]**

**Purpose**

1. To provide an update regarding making payments to teachers and lecturers to support the delivery of the assessment of national qualifications in 2021, [Redacted – not in scope].

**Priority**

2. Immediate – it had been intended to make an announcement regarding the payment this week.

**Background**

3. You announced to Parliament that following the cancellation of exams and their replacement by a process of teacher and lecturer judgement of pupil attainment evidence, a one-off exceptional payment would be made to teachers and lecturers in acknowledgement of an increased workload. There had been an intention to make a further announcement on this issue this week.

**Discussion**

*Payment*

4. There had been an option to make an announcement this week about the scale of the payment which would be made to teachers and lecturers involved in the assessment of candidates' grade. However, with the change in lockdown circumstances there are now a number of options regarding how best to proceed.
5. The announcement of the payment on 8 December acknowledged a likely increased workload as a result of the ACM and a need to compensate teachers and lecturers for this work. This principle has been set, however, there is a risk that an extended period of remote learning may impact on the delivery of the ACM, and may require adjustment to the approach with a subsequent change in the additional workload for teachers and lecturers. As such, and in the absence of any calls for additional detail on the scale of the payment, there is an argument to delay any announcement.

[Redacted – not in scope]

[Redacted s29(1)(a)]

6. In advance of a discussion at CERG, the National Qualifications 2021 group, which met today, has started to discuss the impact of the closure of schools for most young people on the operation of the ACM. Once these discussions have delivered greater clarity on any impact on the ACM, and teacher and lecturer workload, then the issue of the scale of payment can be returned to. It should be noted at this point that it is not anticipated that teacher and lecturer workload should increase further, more whether there would be any circumstance where adaptations may need to be made that as a by-product reduced workload.

[Redacted – not in scope]

#### **Conclusion**

7. You are invited to;-
  - note that you are content that an announcement of further detail on the payment to teachers and lecturers will be considered following discussion of the impact of schools closures on the ACM;
  - [Redacted – not in scope]
8. Officials would be happy to discuss.

[Redacted s38(1)(b)]

Curriculum, Qualifications and Gaelic Division

**Enclosure 41 – Email: FW: Submission - payments to teachers and the impact of remote learning on the delivery of the alternative certification model**

**From:** [Redacted s38(1)(b)]@gov.scot> **On Behalf Of** Deputy First Minister and Cabinet Secretary for Education and Skills  
**Sent:** 08 January 2021 18:05  
**To:** Swinney J (John) <John.Swinney@gov.scot>  
**Cc:** Deputy First Minister and Cabinet Secretary for Education and Skills <DFMCSE@gov.scot>  
**Subject:** FW: Submission - payments to teachers and the impact of remote learning on the delivery of the alternative certification model

For urgent consideration if possible please

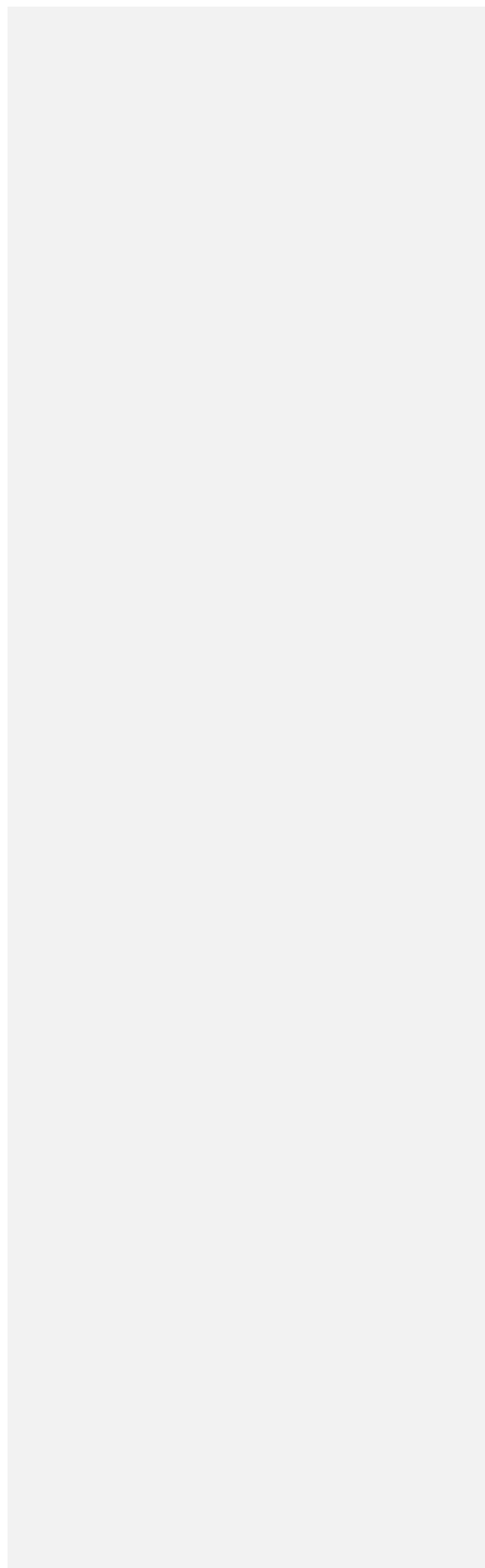
Thanks

[Redacted s38(1)(b)]

[See Enclosure 40 for remainder of email chain]

**Enclosure 41.1 – Attachment: Word document**

[See Enclosure 40.1]



**Enclosure 42 – Email: RE: Submission - payments to teachers and the impact of remote learning on the delivery of the alternative certification model**

**From:** [Redacted s38(1)(b)]@gov.scot> **On Behalf Of** Deputy First Minister and Cabinet Secretary for Education and Skills  
**Sent:** 11 January 2021 12:05  
**To:** [Redacted s38(1)(b)]@gov.scot>; Deputy First Minister and Cabinet Secretary for Education and Skills <DFMCSE@gov.scot>  
**Cc:** DG Education, Communities & Justice <DGECJ@gov.scot>; Director of Learning <DirectorofLearning@gov.scot>; Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; SGLD School Education <SGLDSE@gov.scot>; McAllister C (Colin) <Colin.McAllister@gov.scot>  
**Subject:** RE: Submission - payments to teachers and the impact of remote learning on the delivery of the alternative certification model

Hi [Redacted s38(1)(b)]

DFM is content to delay announcement of the payment details until we have some further certainty on the approach to the ACM. [Redacted – not in scope]

On Independent Schools, if they are paying a fee to SQA and are fulfilling the requirements of ACM then DFM would judge they are entitled to payments.

Many thanks

[Redacted s38(1)(b)]

[Redacted s38(1)(b)] 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 [Redacted s38(1)(b)] | E: DFMCSE@gov.scot

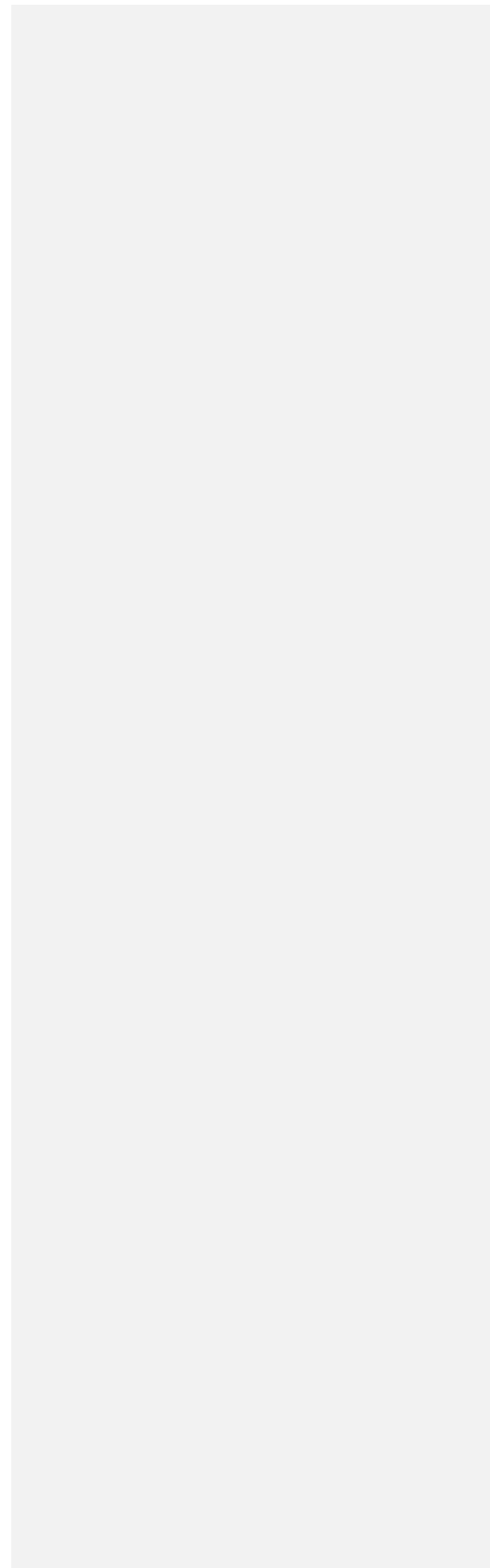
*All e-mails and attachments sent by a Ministerial Private Office to any other official on behalf of a Minister relating to a decision, request or comment made by a Minister, or a note of a Ministerial meeting, must be filed appropriately by the recipient. Private Offices do not keep official records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

*Scottish Ministers, Special advisers and the Permanent Secretary are covered by the terms of the Lobbying (Scotland) Act 2016. See [www.lobbying.scot](http://www.lobbying.scot)*

[See Enclosure 40 for remainder of email chain]

**Enclosure 42.1 – Attachment: Word document**

[See Enclosure 40.1]



**Enclosure 43 – Email: FW: Ministerial Statement: COVID-19 Education Update 130121**

**From:** [Redacted s38(1)(b)]@gov.scot> **On Behalf Of** Deputy First Minister and Cabinet Secretary for Education and Skills  
**Sent:** 12 January 2021 14:25  
**To:** Swinney J (John) <John.Swinney@gov.scot>  
**Cc:** Deputy First Minister and Cabinet Secretary for Education and Skills <DFMCSE@gov.scot>  
**Subject:** FW: Ministerial Statement: COVID-19 Education Update 130121

DFM,

Officials have provide a draft speech and briefing pack along with a number of questions.

I have asked them to provide a more final version of the speech after engaging with Colin before resubmitting given the other commitments on your time this afternoon.

[Redacted – not in scope]

Thanks

[Redacted s38(1)(b)]

[Redacted s38(1)(b)] John Swinney MSP, Deputy First Minister and Cabinet Secretary for Education and Skills | The Scottish Government | Web: [www.gov.scot](http://www.gov.scot) | Tel: 0131 244 [Redacted s38(1)(b)] | Mob: 07[Redacted s38(1)(b)] | Email: [DFMCSE@gov.scot](mailto:DFMCSE@gov.scot)

All e-mails and attachments sent by a Ministerial Private Office to another 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 primary recipient. Private Offices do not keep official records of such e-mails or attachments.

Scottish Ministers, Special advisers and the Permanent Secretary are covered by the terms of the Lobbying (Scotland) Act 2016. See [www.lobbying.scot](http://www.lobbying.scot)

**From:** [Redacted s38(1)(b)]@gov.scot  
**Sent:** 12 January 2021 14:15  
**To:** Deputy First Minister and Cabinet Secretary for Education and Skills ; Pentland MK (Malcolm) ; Director of Learning ; Anson S (Sam) ; Drought A (Andrew) ; [Redacted s38(1)(b)]@gov.scot ; Wilson M (Mick) ; Gorman G (Gayle) ; CERG ; [Redacted s38(1)(b)]@gov.scot ; Morrison E (Elizabeth) (Education Scotland) ; [Redacted s38(1)(b)]@gov.scot  
**Cc:** Cumming A (Alison) Early Learning & Childcare ; Director of Advanced Learning and Science ; DG Education, Communities & Justice ; McAllister C (Colin) ; [Redacted s38(1)(b)]@gov.scot ; Minister for Further Education, Higher Education and Science ; Minister for Children and Young People ; [Redacted

s38(1)(b)]@gov.scot ; [Redacted s38(1)(b)]@gov.scot ; McManus J (Janie) ; Hamilton G (Gillian) ; [Redacted s38(1)(b)]@gov.scot ; [Redacted s38(1)(b)]@gov.scot ; [Redacted s38(1)(b)]@gov.scot ; [Redacted s38(1)(b)]@gov.scot ; [Redacted s38(1)(b)]@gov.scot ; [Redacted s38(1)(b)]@gov.scot ; [Redacted s38(1)(b)]@gov.scot ; CERG ; [Redacted s38(1)(b)]@gov.scot

**Subject:** RE: Ministerial Statement: COVID-19 Education Update 130121

Private office

Please find attached a draft statement for the DFM's consideration. [Redacted – not in scope]

I shared a version with Colin this morning but he has been unable to look at it as yet.

There are some details we need to update which are marked.

[Redacted – not in scope]

I also attach a draft briefing pack, where again there are some things still to add. It would be helpful to know if the DFM would like additional briefing on further topics not covered here.

Would the DFM appreciate a pre brief for this, either later today when he has had a chance to review the text, or early tomorrow?

Thanks

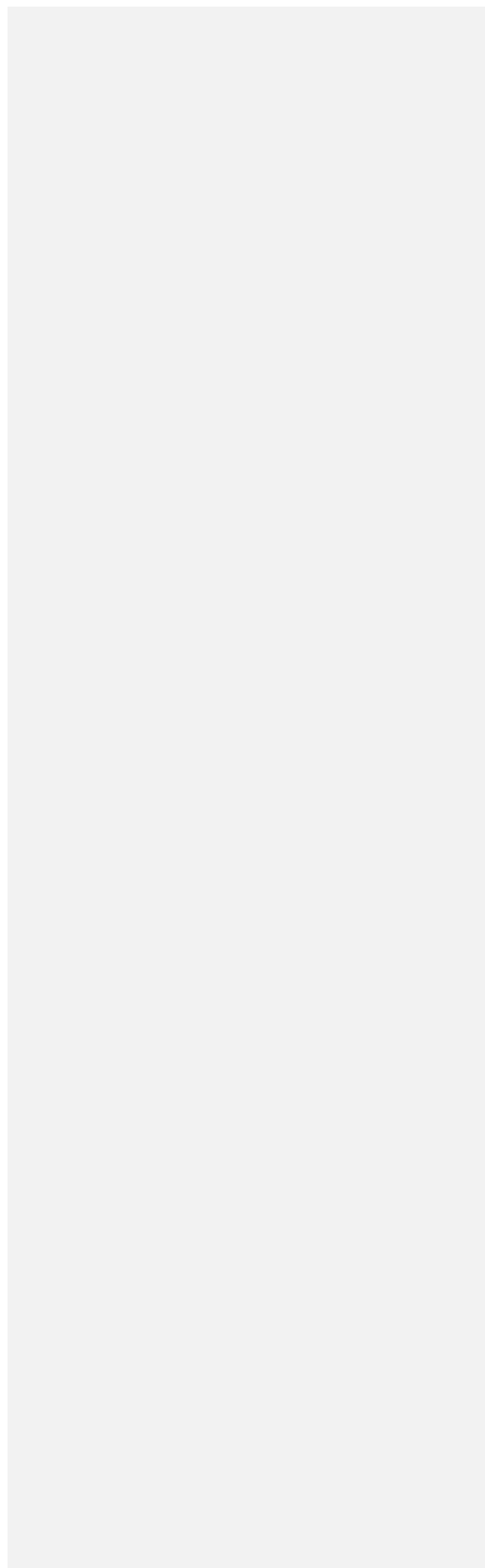
[Redacted s38(1)(b)]

Curriculum, Qualifications and Gaelic Division  
Scottish Government  
07[Redacted s38(1)(b)]  
Pronouns: [Redacted s38(1)(b)]

[Redacted – Remainder of email chain not in scope]

**Enclosure 43.1 – Attachment: Statement**

[Redacted – not in scope]



**Enclosure 43.2 – Attachment: Briefing**

[Redacted – not in scope]

**We are making provision for a payment for all teachers and lecturers directly involved in the assessment of National Qualifications in 2021.**

- This will be a one-off exceptional payment to support all teachers and lecturers delivering and marking National 5, Higher and Advanced Higher courses this year.
- Discussions are underway to finalise the details of this payment.
- We would also ask that secondary schools prioritise all remaining in-service day time to work together on this alternative model of certification.

[Redacted – not in scope]

**Enclosure 44 – Email: RE: SQA opening statement**

**From:** [Redacted s38(1)(b)]@gov.scot

**Sent:** 13 January 2021 10:43

**To:** Deputy First Minister and Cabinet Secretary for Education and Skills ; Pentland MK (Malcolm) ; Director of Learning ; [Redacted s38(1)(b)]@gov.scot ; [Redacted s38(1)(b)]@gov.scot ; McAllister C (Colin)

**Cc:** Johnston P (Paul)

**Subject:** RE: SQA opening statement

Here's the final cleaned up full briefing pack to add to the one pager on SQA Quals which I sent at 10:37

[Redacted s38(1)(b)]

Mobile: 07[Redacted s38(1)(b)]

[Redacted – remainder of email chain not in scope]

**Enclosure 44.1 – Attachment: Word document**

[Redacted – not in scope]

**We are making provision for a payment for all teachers and lecturers directly involved in the assessment of National Qualifications in 2021.**

- This will be a one-off exceptional payment to support all teachers and lecturers delivering and marking National 5, Higher and Advanced Higher courses this year.
- Discussions are underway to finalise the details of this payment.
- We would also ask that secondary schools prioritise all remaining in-service day time to work together on this alternative model of certification.

[Redacted – not in scope]

**Enclosure 45 – Email: RE: Ministerial Statement: COVID-19 Education Update**

**From:** McAllister C (Colin)  
**Sent:** 13 January 2021 10:54  
**To:** [Redacted s38(1)(b)]@parliament.scot  
**Subject:** RE: Ministerial Statement: COVID-19 Education Update

This time with the speech attached and a briefing pack!

Regards

**Colin McAllister**  
0131 244 3248  
07[Redacted s38(1)(b)]



Scottish Ministers, Special advisers and the Permanent Secretary to the Scottish Government are covered by the terms of the Lobbying (Scotland) Act 2016. See [www.lobbying.scot](http://www.lobbying.scot).

**From:** McAllister C (Colin)  
**Sent:** 13 January 2021 09:57  
**To:** [Redacted s38(1)(b)]@parliament.scot>  
**Subject:** RE: Ministerial Statement: COVID-19 Education Update

Late draft of speech attached. No pack yet (!)

[Redacted – not in scope]

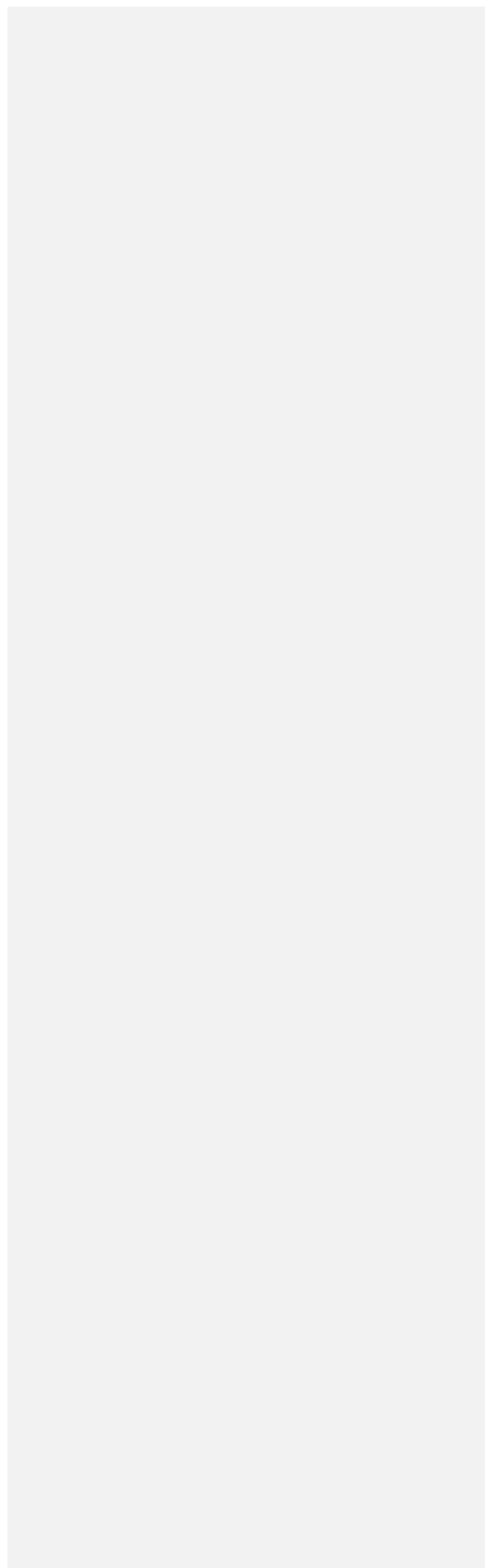
Regards

**Colin McAllister**  
0131 244 3248  
07[Redacted s38(1)(b)]



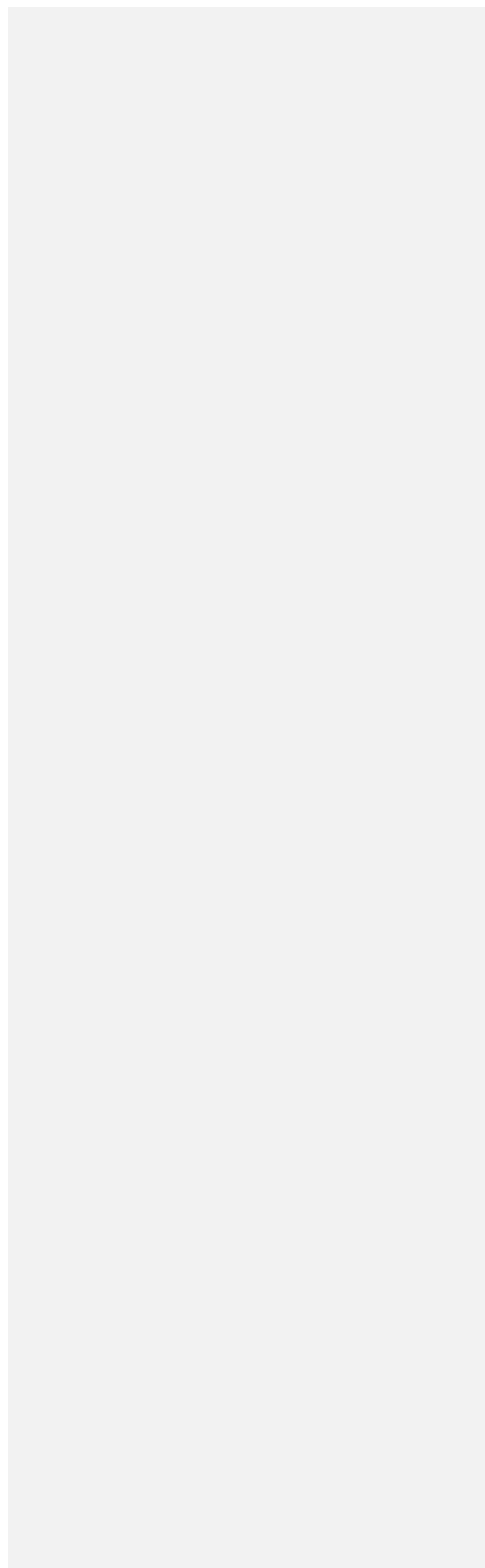
Scottish Ministers, Special advisers and the Permanent Secretary to the Scottish Government are covered by the terms of the Lobbying (Scotland) Act 2016. See [www.lobbying.scot](http://www.lobbying.scot).

[Redacted – remainder of email chain not in scope]



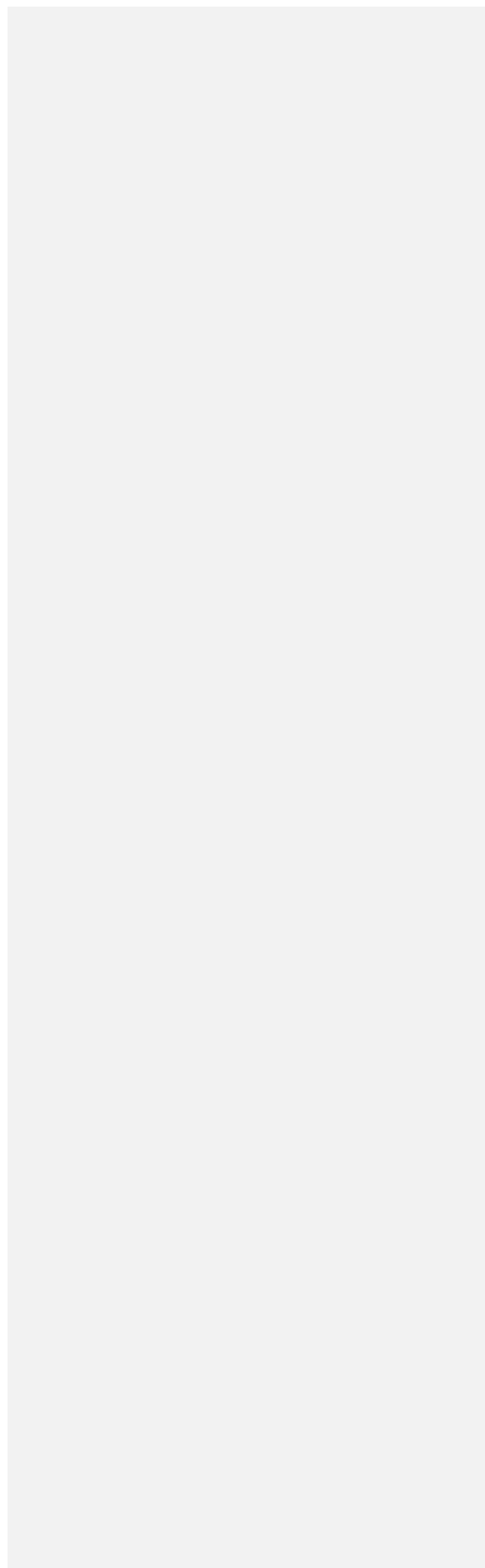
**Enclosure 45.1 – Attachment: Statement**

[Redacted – not in scope]



**Enclosure 45.2 – Attachment: Briefing**

[See Enclosure 44.1]



**Enclosure 46 – Email: RE: National Qualifications in 2021**

**From:** [Redacted s38(1)(b)]@sqa.org.uk  
**Sent:** 07 January 2021 18:01  
**To:** Fiona Robertson <fiona.robertson@sqa.org.uk>; Fiona Robertson <fiona.robertson@sqa.org.uk>; Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>; 'Jim Thewliss' <jim.thewliss@sls-scotland.org.uk>; 'McDaid, Tony' <Tony.Mcdaid@southlanarkshire.gov.uk>; 'Larry Flanagan' <lflanagan@eis.org.uk>; Director of Learning <DirectorofLearning@gov.scot>; Jean Blair <Jean.Blair@sqa.org.uk>; Gill Stewart <Gill.Stewart@sqa.org.uk>; [Redacted s38(1)(b)]@gov.scot>; Armstrong A (Alan) <Alan.Armstrong@educationscotland.gov.scot>; 'Steven Quinn' <steven.quinn@renfrewshire.gov.uk>; John.Edward@scis.org.uk; 'anne.campbell@ayrshire.ac.uk' <anne.campbell@ayrshire.ac.uk>; Gorman G (Gayle) <Gayle.Gorman@educationscotland.gov.scot>; [Redacted s38(1)(b)]@sqa.org.uk; [Redacted s38(1)(b)]@sqa.org.uk; 'NPFs Renfrewshire' <renfrewshire@npfs.org.uk>; [Redacted s38(1)(b)]@sqa.org.uk; [Redacted s38(1)(b)]@sqa.org.uk; Ben McKendrick <Ben.M@syp.org.uk>; [Redacted s38(1)(b)]@sqa.org.uk; [Redacted s38(1)(b)]@sqa.org.uk  
**Subject:** RE: National Qualifications in 2021

Happy new year everyone, please find attached the agenda and papers for tomorrow's meeting.  
Thanks  
[Redacted s38(1)(b)]

-----Original Appointment-----

**From:** Fiona Robertson <fiona.robertson@sqa.org.uk>  
**Sent:** 07 December 2020 11:50  
**To:** Fiona Robertson; 'Malcolm.Pentland@gov.scot'; 'Jim Thewliss'; 'McDaid, Tony'; 'Larry Flanagan'; 'DirectorofLearning@gov.scot'; Jean.Blair@sqa.org.uk; Gill.Stewart@sqa.org.uk; [Redacted s38(1)(b)]@gov.scot; Alan.Armstrong@educationscotland.gov.scot; 'Steven Quinn'; John.Edward@scis.org.uk; [Redacted s38(1)(b)]@sqa.org.uk; 'anne.campbell@ayrshire.ac.uk'; 'Gorman G (Gayle)'; Kerry.McMillan@sqa.org.uk; [Redacted s38(1)(b)]@sqa.org.uk; 'NPFs Renfrewshire'; [Redacted s38(1)(b)]@sqa.org.uk; [Redacted s38(1)(b)]@sqa.org.uk  
**Cc:** Ben McKendrick; [Redacted s38(1)(b)]@sqa.org.uk  
**Subject:** National Qualifications in 2021  
**When:** 08 January 2021 09:15-10:30 (UTC+00:00) Dublin, Edinburgh, Lisbon, London.  
**Where:** Microsoft Teams Meeting

Extending these meetings into the new year

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## Microsoft Teams meeting

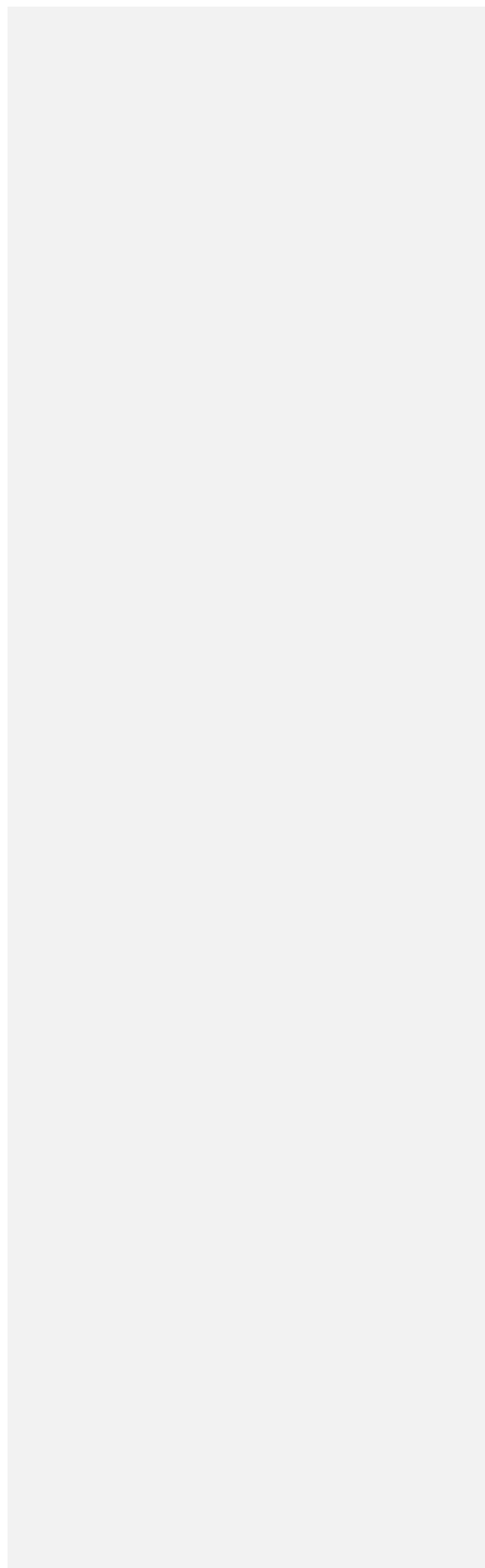
Join on your computer or mobile app

[Redacted s30(c)]

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**Enclosure 46.1 – Attachment: Agenda**

[Redacted – not in scope]



**Enclosure 46.2 - Attachment: Notes 20201218**

National Qualifications 2021

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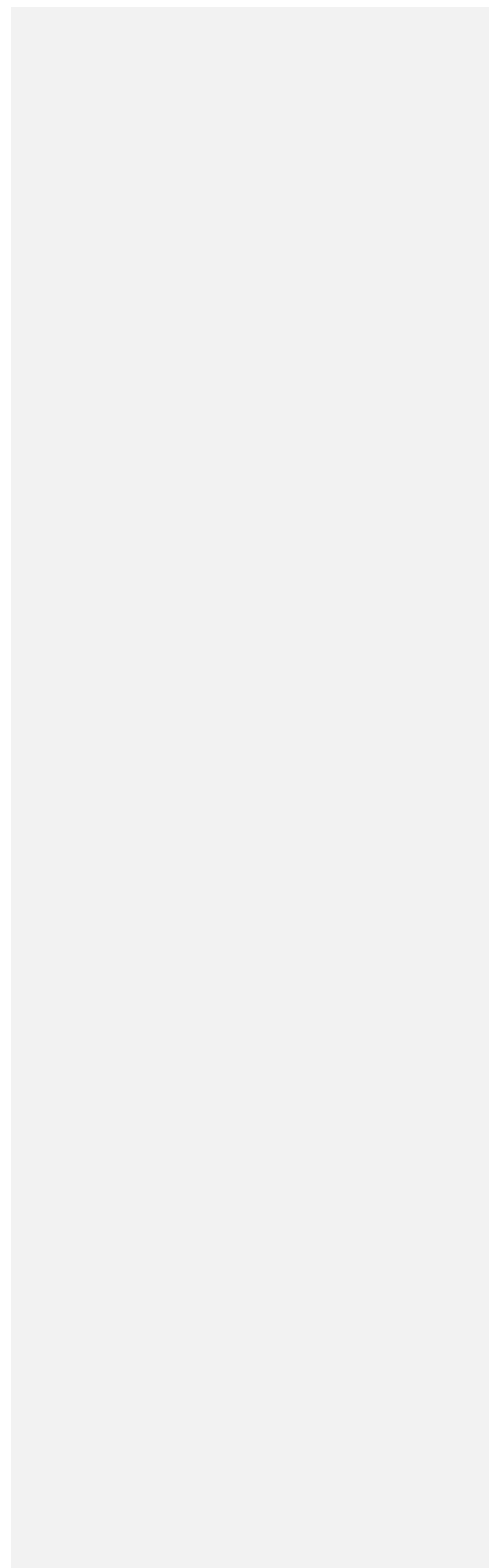
**Date:** Friday 18 December 2020  
**Time:** 09 15 - 10 30  
**Location:** MS Teams  
**Members:** Fiona Robertson; Jim Thewliss; Tony McDaid; Larry Flanagan; Graeme Logan; Malcolm Pentland; John Edward; Steven Quinn; Anne Campbell; David MacDonald; Alan Armstrong; Ben McKendrick; [Redacted s38(1)(b) - MSYP]  
**Attending:** [Redacted s38(1)(b) - SQA official]; [Redacted s38(1)(b) - SQA official]; [Redacted s38(1)(b) - SQA official]; [Redacted s38(1)(b) - SQA official], [Redacted s38(1)(b) - SQA official], [Redacted s38(1)(b) - SQA official]  
**Apologies:** Jean Blair; Gill Stewart; Gayle Gorman

Agenda

Item	Topic
[Redacted- not in scope]	[Redacted- not in scope]
8.2	<b>NS ACM Key Stages, roles &amp; responsibilities</b> [Redacted- not in scope] GL note that payment has been constructively discussed and ministers now have options and advice and this has been noted at CERG, this will likely be announced early Jan. [Redacted - not in scope]
[Redacted- not in scope]	[Redacted- not in scope]

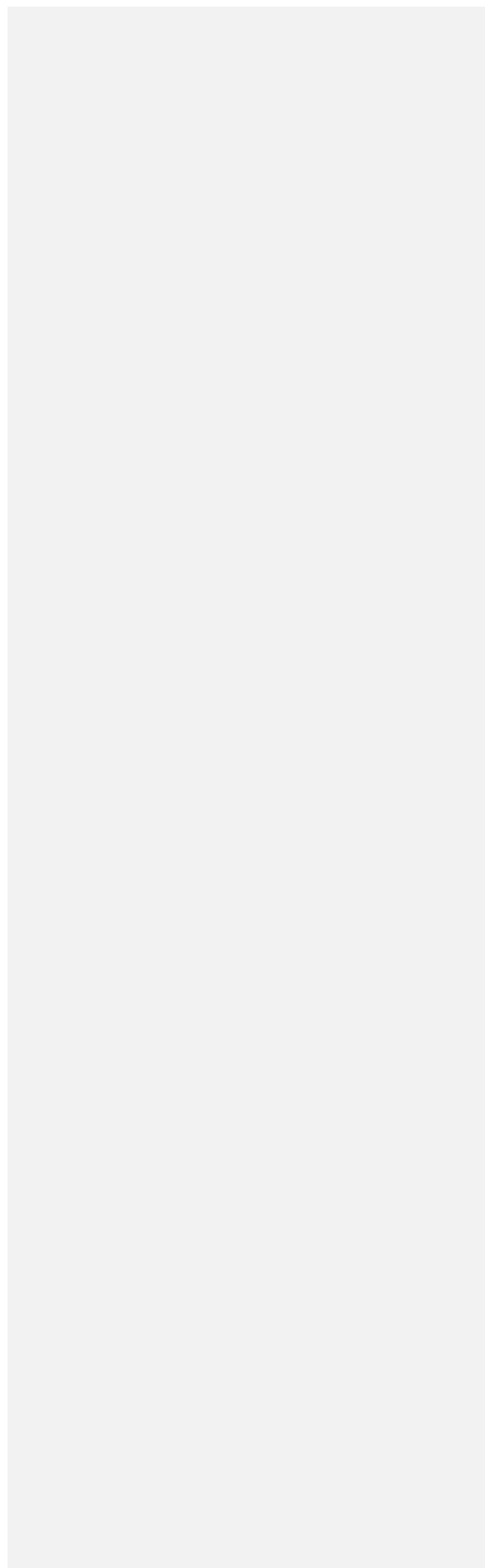
**Enclosure 46.3 – Attachment: Communications update 20210108**

[Redacted – not in scope]



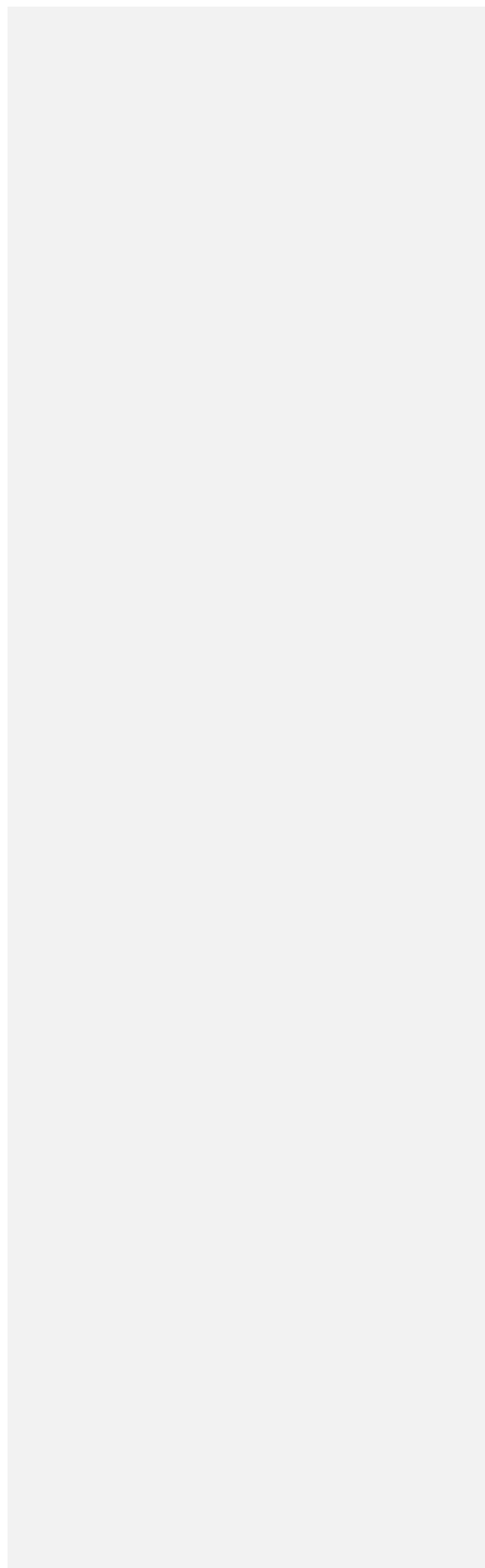
**Enclosure 46.4 – Attachment: ES support for diet 2021**

[Redacted – not in scope]



**Enclosure 46.5 – Attachment: Appeals 20210108**

[Redacted – not in scope]



**Enclosure 47 – Email: National Qualifications 2021 - Update**

**From:** Pentland MK (Malcolm)  
**Sent:** 18 January 2021 18:29  
**To:** Deputy First Minister and Cabinet Secretary for Education and Skills  
**Cc:** DG Education, Communities & Justice ; Director of Learning ; Drought A (Andrew) ; [Redacted s38(1)(b)]@gov.scot ; [Redacted s38(1)(b)]@gov.scot ; [Redacted s38(1)(b)]@gov.scot ; [Redacted s38(1)(b)]@gov.scot ; [Redacted s38(1)(b)]@gov.scot ; [Redacted s38(1)(b)]@gov.scot ; [Redacted s38(1)(b)]@gov.scot ; [Redacted s38(1)(b)]@gov.scot ; [Redacted s38(1)(b)]@gov.scot ; Pooley L (Linda) Dr ; [Redacted s38(1)(b)]@gov.scot ; [Redacted s38(1)(b)]@gov.scot ; Anson S (Sam) ; Wilson M (Mick) ; Morrison E (Elizabeth) (Education Scotland) ; [Redacted s38(1)(b)]@gov.scot ; Director of Advanced Learning and Science ; SGLD School Education ; [Redacted s38(1)(b)]@gov.scot ; Gorman G (Gayle) ; Armstrong A (Alan) ; McAllister C (Colin) ; Communications DFM & Education <CommunicationsDFM&Education@gov.scot>  
**Subject:** National Qualifications 2021 - Update

PS/DFM

Copy: as above

**UPDATE ON ASSESSMENT OF NATIONAL QUALIFICATIONS IN 2021**

Please find attached an urgent update on National Qualifications 2021 for DFM's consideration.

Thanks  
Malcolm

**Malcolm Pentland** | Deputy Director  
Curriculum, Qualifications and Gaelic Division | email: malcolm.pentland@gov.scot  
| tel:+44(0) 131 244 0047  
Learning Directorate | Area 2B North | Victoria Quay | Edinburgh | EH6 6QQ  
Buidheann-Stiùiridh an Ionnsachaidh | Raon 2B Tuath | Cidhe Bhictòria | Dùn Èideann | EH6 6QQ

## **Enclosure 47.1 – Attachment: Word document**

From: Malcolm Pentland and [Redacted s38(1)(b)]  
Curriculum, Qualifications & Gaelic Division

18 January 2021

Deputy First Minister

### **UPDATE ON ASSESSMENT OF NATIONAL QUALIFICATIONS IN 2021**

#### **Purpose**

1. To provide an update regarding the assessment of National Qualifications in 2021

[Redacted – not in scope]

#### **Discussion**

##### *Key considerations of the NQ21 Group*

2. The group are still considering the consequences of a period of remote learning on the plans for assessment this year. [Redacted – not in scope] Key points from the Group [Redacted – not in scope] are noted below.

[Redacted – not in scope]

- Strong concern expressed as to the burden of the QA process impacting on teacher workload, and so seeking update on payment [Redacted – not in scope].

#### **Other Issues**

##### *Additional Payment & In-service Days*

3. On 8 December you announced an intention to make a payment to teachers and lecturers. This is intended to be a one-off exceptional payment that specifically acknowledges the additional workload associated with the alternative certification model as planned prior to Christmas. Given the move to remote learning and the implications of that for the delivery of the ACM and the increasing likelihood of needing to take a different approach (beyond modifications to the existing model), an announcement on the detail of the payment has been delayed for now. This is to ensure the arrangement is appropriate for changed circumstances. We need to be clear on the purpose of the payment and, alongside it, consideration is also being given to the request for additional in-service days called for EIS, SLS and ADES.
4. You have agreed that announcing the detail of the payment and a decision on insert days be delayed until there is a greater understanding of the impact of current events on the delivery of the ACM.

[Redacted – not in scope]

#### **Conclusion**

5. You are invited to:

- note the options being explored urgently by the NQ21 Group, which continues to meet weekly; and

[Redacted – not in scope]

6. Officials would be happy to discuss and you will keep you on significant developments.

Malcolm Pentland and [Redacted s38(1)(b)]  
Curriculum, Qualifications and Gaelic Division

18 January 2021





Dear Colleague,

Thank you as always for your help

Because of the budget, FMQs will be back to Thursday (28<sup>th</sup>) next week but then the following week it will be on Wednesday (3<sup>rd</sup>) again

**First Minister's Questions – Request for Briefing**

The FMQ team consider that your policy area may feature in FMQs next week and have asked that you prepare a brief for the First Minister.

Please could you send your briefing to the **ET FMQ/PQ mailbox** ([ETFMQPQ@gov.scot](mailto:ETFMQPQ@gov.scot)) **no later than 11am on Monday 25<sup>th</sup>** (unless another deadline has been agreed in advance with the FMQ team) Can you please ensure **only these versions** of the FMQ briefings are updated and returned to us

If a previous version of your FMQ is attached then **please update that version** and return.

If you do not have a previous FMQ attached, then a blank template is attached for reference.

[Redacted – not in scope]

You can also find further guidance at the following link - <http://saltire/my-workplace/ministerial-preferences-and-support/best-practice/Pages/Preparing-FMQs.aspx>

**If you no longer need to be included on the regular commission emails for this DG area please do let us know so we can update the mailing list.**

Thank you in advance for your contribution and if you have any questions please get in touch with either [Redacted s38(1)(b)] (ext [Redacted s38(1)(b)]), [Redacted s38(1)(b)] (ext [Redacted s38(1)(b)]), [Redacted s38(1)(b)] (ext [Redacted s38(1)(b)]) or [Redacted s38(1)(b)] (ext [Redacted s38(1)(b)]).

If you have any questions about the process and deadlines, please get in touch with [Redacted s38(1)(b)] (ext [Redacted s38(1)(b)]) or [Redacted s38(1)(b)] (ext [Redacted s38(1)(b)]). Please note we are both currently working from home so if you need to get in touch urgently please use skype.

[Redacted – not in scope]

		<b>SQA (Exams) Contacts [Redacted s38(1)(b)]</b>
--	--	--

[Redacted – not in scope]

Thanks

[Redacted s38(1)(b)]

**Enclosure 48.1 – Attachment: Word document**

[Redacted – not in scope]

**We are making provision for a payment for all teachers and lecturers directly involved in the assessment of National Qualifications in 2021.**

- This will be a one-off exceptional payment to support all teachers and lecturers delivering and marking National 5, Higher and Advanced Higher courses this year.
- Discussions are underway to finalise the details of this payment.
- We would also ask that secondary schools prioritise all remaining in-service day time to work together on this alternative model of certification.

[Redacted – not in scope]

**Enclosure 49 – Email: RE: SG comments on assessment options 1 and 2**

**From:** [Redacted s38(1)(b)]@gov.scot>  
**Sent:** 20 January 2021 16:07  
**To:** [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>  
**Subject:** RE: SG comments on assessment options 1 and 2

[Redacted s38(1)(b)],

My comments attached. Strangely enough I was just about to suggest whether we had considered a separate discussion with the BOSCH group, and low and beyond an email has just come in saying DFM to meet them next week.

[Redacted s38(1)(b)]

[Redacted s38(1)(b)], Scottish Government, Area 2B North, Victoria Quay, Edinburgh EH6 6QQ. Call: 07[Redacted s38(1)(b)] Email: [Redacted s38(1)(b)]@gov.scot

[Redacted s38(1)(b)]



**From:** [Redacted s38(1)(b)]@gov.scot>  
**Sent:** 20 January 2021 14:17  
**To:** [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>  
**Subject:** SG comments on assessment options 1 and 2

Hi all

Thanks for the discussion earlier. A starter for ten attached hopefully covering the points made, but please feel free to add/edit, especially if there are any positive suggestions for the way forward, I seem to have more focussed on problems [Redacted – not in scope].

If I could have any comment by 5 please and then I'll look to get them sent over to SQA tonight.

Thanks

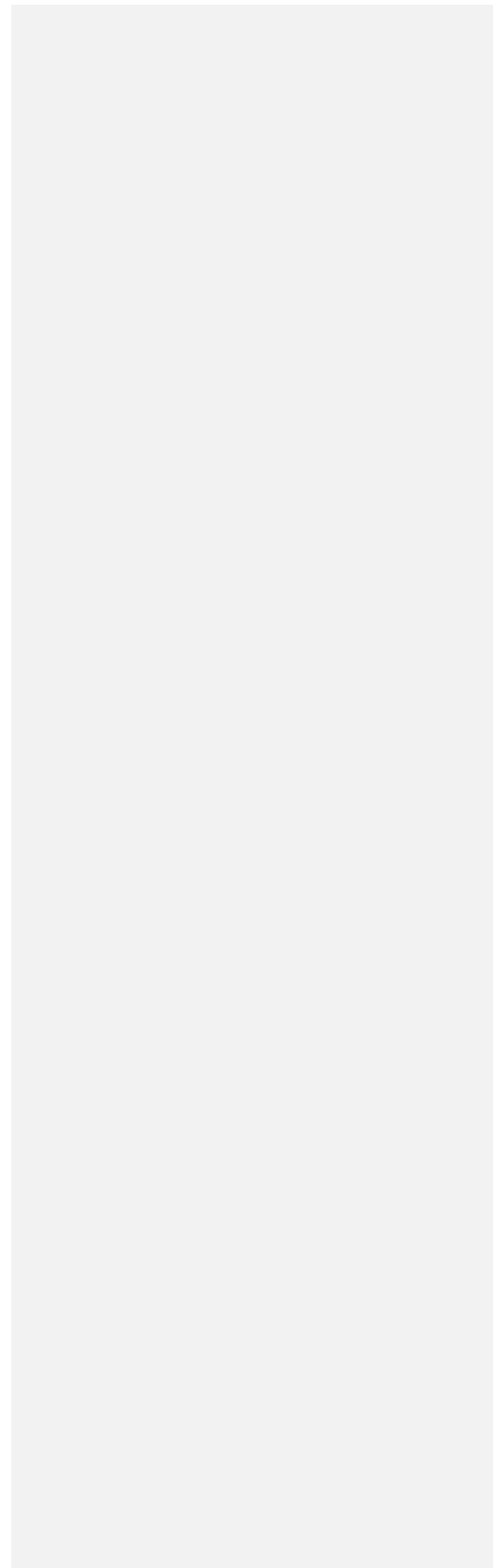
[Redacted s38(1)(b)]

**Enclosure 49.1 – Attachment: Word document**

[Redacted – not in scope]

- Appreciate that payment and insert days need to be resolved

[Redacted – not in scope]



**Enclosure 50 – Email: SG comments on options 1 and 2**

**From:** [Redacted s38(1)(b)]@gov.scot>  
**Sent:** 20 January 2021 17:39  
**To:** [Redacted s38(1)(b)]@sqa.org.uk>  
**Cc:** Jean Blair <Jean.Blair@sqa.org.uk>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>  
**Subject:** SG comments on options 1 and 2

Hi [Redacted s38(1)(b)]

To see some comments from the team here regarding thinking around options 1 and 2.

[Redacted – not in scope]

Thanks

[Redacted s38(1)(b)]

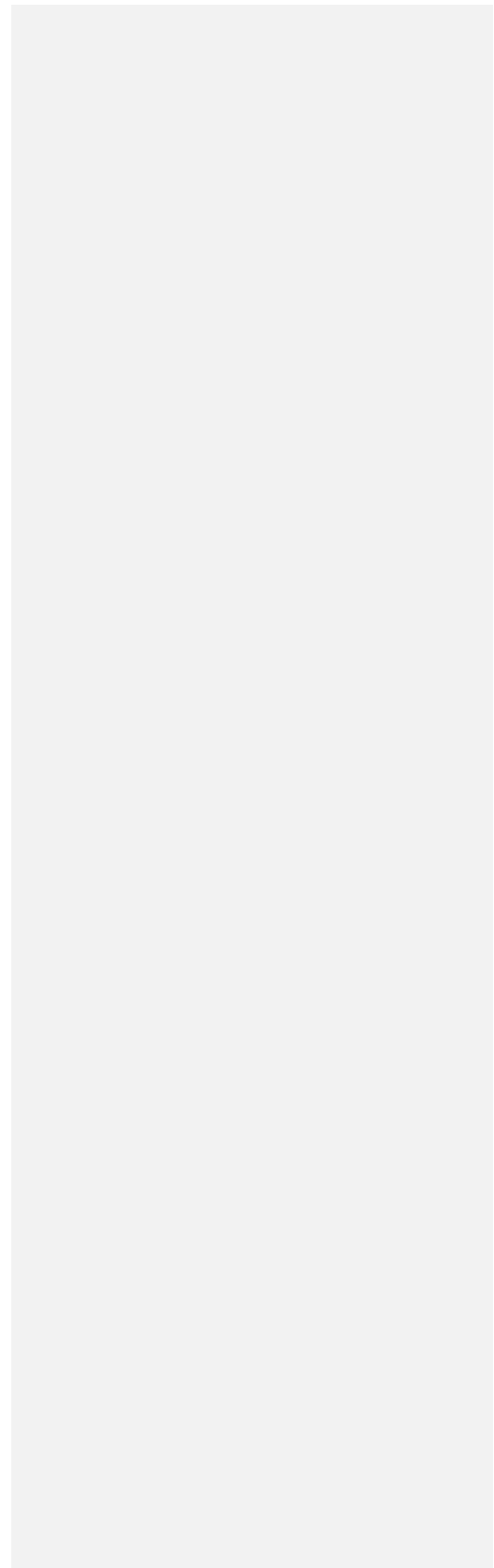
Curriculum, Qualifications and Gaelic - Learning Directorate  
Scottish Government  
(0131 24) x. [Redacted s38(1)(b)]  
email: [Redacted s38(1)(b)]@scotland.gsi.gov.uk

**Enclosure 50.1 – Attachment: Word document**

[Redacted – not in scope]

- Appreciate that payment and insert days need to be resolved

[Redacted – not in scope]







Dear Colleague,

Thank you as always for your help

FMQs will be switching back to Wednesday next week. As far as we are aware it will be on Wednesdays for the next few weeks. If that changes we will update you.

**First Minister's Questions – Request for Briefing**

The FMQ team consider that your policy area may feature in FMQs next week and have asked that you prepare a brief for the First Minister.

Please could you send your briefing to the **ET FMQ/PQ mailbox** ([ETFMQPQ@gov.scot](mailto:ETFMQPQ@gov.scot)) **no later than 11am on Monday 1<sup>st</sup> February** (unless another deadline has been agreed in advance with the FMQ team) Can you please ensure **only these versions** of the FMQ briefings are updated and returned to us

If a previous version of your FMQ is attached then **please update that version** and return.

If you do not have a previous FMQ attached, then a blank template is attached for reference.

[Redacted – not in scope]

You can also find further guidance at the following link - <http://saltire/my-workplace/ministerial-preferences-and-support/best-practice/Pages/Preparing-FMQs.aspx>

**If you no longer need to be included on the regular commission emails for this DG area please do let us know so we can update the mailing list.**

Thank you in advance for your contribution and if you have any questions please get in touch with either [Redacted s38(1)(b)] (ext [Redacted s38(1)(b)]), [Redacted s38(1)(b)] (ext [Redacted s38(1)(b)]), [Redacted s38(1)(b)] (ext [Redacted s38(1)(b)]) or [Redacted s38(1)(b)] (ext [Redacted s38(1)(b)]).

If you have any questions about the process and deadlines, please get in touch with [Redacted s38(1)(b)] (ext [Redacted s38(1)(b)]) or [Redacted s38(1)(b)] (ext [Redacted s38(1)(b)]). Please note we are both currently working from home so if you need to get in touch urgently please use skype.

[Redacted – not in scope]

		<b>SQA (Exams) Contacts [Redacted s38(1)(b)]</b> [See Enclosure 51.1]
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[Redacted – not in scope]

Thanks

[Redacted s38(1)(b)]

**Enclosure 51.1 – Attachment: Word document**

[Redacted – not in scope]

**We are making provision for a payment for all teachers and lecturers directly involved in the assessment of National Qualifications in 2021.**

- This will be a one-off exceptional payment to support all teachers and lecturers delivering and marking National 5, Higher and Advanced Higher courses this year.
- Discussions are underway to finalise the details of this payment.
- We would also ask that secondary schools prioritise all remaining in-service day time to work together on this alternative model of certification.

[Redacted – not in scope]





Please see below story in this morning's Sunday Mail, which claims that we have failed to deliver a promised payment to teachers.

For the FM's media briefing tomorrow, can we have some advice on the status of this payment please? There are no lines quoted in the story that set this out, so helpful if we could get an update.

Can you get back to me by 0930 on Monday please?

Thanks

[Redacted s38(1)(b)]

# Teacher bonus is absent

■ John Ferguson

Educators have yet to receive the Covid bonus promised by John Swinney almost two months ago.

The Education Secretary released a statement on December 8 vowing to give an "exceptional one-off" sum to teachers and lecturers marking National 5, Higher and Advanced Higher courses.

But Scottish Tory education spokesman Jamie Greene has attacked Swinney for failing to deliver on the pledge.

He said: "Our teachers are going above and beyond during this pandemic but continue to be let down by a lack of leadership and support from the SNP Government."

The row comes as the Scottish Government faces demands to give a timetable for the reopening of schools.

Scottish Labour's education spokesman Iain Gray said: "SNP ministers keep hinting at an earlier return for young children, or possibly senior pupils, or maybe in areas where infection is low."

A Scottish Government spokeswoman said: "The Scottish Government Cabinet will review the position on February 2, and we will provide a further update next week, which will be based on the latest advice from the Chief Medical Officer and our other public health experts."

[Redacted s38(1)(b)]

FM Covid Briefing Unit  
fmcovidbriefingunit@gov.scot

07 [Redacted s38(1)(b)]





Thank you as always for your help

FMQs will remain as Wednesday for next week.

Can you please remember to include the CPS hub on any briefs you send back to us (CPS Hub [CPSHubCovid@gov.scot](mailto:CPSHubCovid@gov.scot))

**First Minister's Questions – Request for Briefing**

The FMQ team consider that your policy area may feature in FMQs next week and have asked that you prepare a brief for the First Minister.

Please could you send your briefing to the **ET FMQ/PQ mailbox** ([ETFMQPQ@gov.scot](mailto:ETFMQPQ@gov.scot)) **no later than 11am on Monday 8<sup>th</sup> February** (unless another deadline has been agreed in advance with the FMQ team) Can you please ensure **only these versions** of the FMQ briefings are updated and returned to us

If a previous version of your FMQ is attached then **please update that version** and return.

If you do not have a previous FMQ attached, then a blank template is attached for reference.

[Redacted – not in scope]

You can also find further guidance at the following link - <http://saltire/my-workplace/ministerial-preferences-and-support/best-practice/Pages/Preparing-FMQs.aspx>

**If you no longer need to be included on the regular commission emails for this DG area please do let us know so we can update the mailing list.**

Thank you in advance for your contribution and if you have any questions please get in touch with either [Redacted s38(1)(b)] (ext [Redacted s38(1)(b)]), [Redacted s38(1)(b)] (ext [Redacted s38(1)(b)]), [Redacted s38(1)(b)] (ext [Redacted s38(1)(b)]) or [Redacted s38(1)(b)] (ext [Redacted s38(1)(b)]).

If you have any questions about the process and deadlines, please get in touch with [Redacted s38(1)(b)] (ext 40144) or [Redacted s38(1)(b)] (ext [Redacted s38(1)(b)]). Please note we are both currently working from home so if you need to get in touch urgently please use skype.

[Redacted – not in scope]

		<b>SQA (Exams) Contacts [Redacted s38(1)(b)]</b> [See Enclosure 53.1]
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[Redacted – not in scope]

Thanks

[Redacted s38(1)(b)]

**Enclosure 53.1 – Attachment: Word document**

[Redacted – not in scope]

**BSUE 31 January:** Sunday Mail reports comments from the Scottish Conservatives that there has been no movement on the pledge to give teachers and lecturers a one-off payment for the workload involved with the alternative certification model for National Qualifications in 2021.

[Redacted – not in scope]

- We remain committed to delivering an exceptional one-off additional payment to teachers and lecturers as the Deputy First Minister set out to Parliament [8 December].
- This will be further developed once the National Qualifications 2021 Group has completed its consideration of whether any contingencies are needed to deliver the alternative certification model as a result of the move to remote learning.

[Redacted – not in scope]

**We are making provision for a payment for all teachers and lecturers directly involved in the assessment of National Qualifications in 2021.**

- This will be a one-off exceptional payment to support all teachers and lecturers delivering and marking National 5, Higher and Advanced Higher courses this year.
- Discussions are underway to finalise the details of this payment.

[Redacted – not in scope]

**Enclosure 54 – Email: RE: 2021 Qualifications - Advice to DFM on NQ21 Group - 12 February 2021**

**From:** Director of Learning <DirectorofLearning@gov.scot>  
**Sent:** 12 February 2021 15:38  
**To:** [Redacted s38(1)(b)]@gov.scot>  
**Subject:** RE: 2021 Qualifications - Advice to DFM on NQ21 Group - 12 February 2021

Hi [Redacted s38(1)(b)] many thanks for drafting this.

I would also bring in Comms re handling (copy them in). [Redacted – not in scope] In terms of the amount I think we should refer back to previous advice which got us to £400, as I think it would be better to announce the 2 days and the amount of the payment if possible.

Graeme.

**From:** [Redacted s38(1)(b)]@gov.scot  
**Sent:** 12 February 2021 14:28  
**To:** Director of Learning  
**Subject:** RE: 2021 Qualifications - Advice to DFM on NQ21 Group - 12 February 2021

[Redacted – not in scope]

Thanks

[Redacted s38(1)(b)]

**From:** [Redacted s38(1)(b)]@gov.scot  
**Sent:** 12 February 2021 14:15  
**To:** Director of Learning <DirectorofLearning@gov.scot>  
**Subject:** 2021 Qualifications - Advice to DFM on NQ21 Group - 12 February 2021

Hi Graeme

To see a short sub updating the DFM on this morning's NQ meeting, and seeking his agreement regarding a recommitment to the payment and an additional two in-service days.

I'd welcome any comments you may have.

Thanks

[Redacted s38(1)(b)]

**Enclosure 55 – Email: Submission - update on assessment of National Qualifications**

**From:** [Redacted s38(1)(b)]@gov.scot>

**Sent:** 12 February 2021 16:49

**To:** Deputy First Minister and Cabinet Secretary for Education and Skills <DFMCSE@gov.scot>

**Cc:** DG Education, Communities & Justice <DGECJ@gov.scot>; Director of Learning <DirectorofLearning@gov.scot>; Director of Advanced Learning and Science <DirectorofAdvancedLearningandScience@gov.scot>; Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>; Anson S (Sam) <Sam.Anson@gov.scot>; Drought A (Andrew) <Andrew.Drought@gov.scot>; Wilson M (Mick) <Mick.Wilson@gov.scot>; Pooley L (Linda) Dr <Linda.Pooley@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Head SFIO <HeadSFIO@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Communications DFM & Education <CommunicationsDFM&Education@gov.scot>; McAllister C (Colin) <Colin.McAllister@gov.scot>

**Subject:** Submission - update on assessment of National Qualifications

PS/DFM

To see a submission setting out an update on the assessment of National Qualifications this year. The sub sets out:-

- the latest discussions of the National Qualifications 2021 Group and their intention to issue a communication on Tuesday setting out a revised Alternative Certification Model;
- an ask that accompanying this communication is an announcement of a £400 payment for teachers and lecturers involved in the delivering of the ACM and agreement to an additional 2 in-service days to be described as assessment support days for the purposes of supporting the delivery of the ACM, and options for communicating this.

Officials would be happy to discuss.

Thanks

[Redacted s38(1)(b)]

[Redacted s38(1)(b)]

Curriculum, Qualifications and Gaelic - Learning Directorate  
Scottish Government  
(0131 24) x. [Redacted s38(1)(b)]

email: [Redacted s38(1)(b)]@scotland.gsi.gov.uk

**Enclosure 55.1 – Attachment: Word document**

From: [Redacted s38(1)(b)]  
Curriculum, Qualifications & Gaelic Division

12 February 2021

Deputy First Minister

**UPDATE ON ASSESSMENT OF NATIONAL QUALIFICATIONS IN 2021**

**Purpose**

1. To provide an update regarding the assessment of National Qualifications in 2021

[Redacted – not in scope]

*Teacher and Lecturer payment and assessment support days*

2. The group discussed that whilst they were in support of the revised ACM there may be wider acceptance of the approach if the issue of the additional payment and in-service days could be resolved at the same time. This work had been paused until the outcomes of revisions to the model were known. Whilst details are still to be developed for the mechanisms for payment, it would be possible to announce an amount on Tuesday. An agreement had previously been reached with the EIS for an amount of £400 for full time teachers and lecturers and an amount on a pro-rata basis for part-time workers. The £400 amount was also the basis for funding discussions with the Cabinet Secretary for Finance. As previously agreed this payment would be for eligible teachers in state secondary schools and independent schools and lecturers in colleges. Whilst exact eligibility criteria is still to be developed, there is a broad agreement that it would be defined as all teachers and lecturers involved in the delivery, assessment and moderation of National 5, Higher and Advanced Higher courses, and it is estimated that this may cost up to around £12.7m, for which 2021/22 budget cover has been provided. Previous advice on this issue is set out at annex B. Officials will look to confirm plans for the mechanisms for payment.

[Redacted – not in scope]

**Communications**

3. As noted above, the NQ21 Group wish to issue a note following the review of remote/face-to-face learning update. This note would look to confirm the details of the revised ACM. It may be useful to also include an update setting out the £400 payment for teachers and lecturers as well as the 2 assessment support days should you agree to that request. Officials will work as part of the group to develop that, and ensure it is consistent with your views.

4. If you were to support this approach to the group communication it may also be useful to either slightly in advance of the communication, or in parallel, lodge a GIQ announcing the payment amount and assessment days to Parliament. Equally a standalone SG press release on the payment amount and assessment days could be considered. Officials will work with communications colleagues to support this approach should you wish to follow such a course of action.

#### **Conclusion**

5. You are invited to:
  - [Redacted – not in scope]
  - agree to the NQ 21 group issuing a communication next week setting out the revised ACM;
  - agree to confirming a teacher and lecturer payment amount of £400 and agreeing to two assessment support days for the purposes of delivering the ACM; and
  - indicate whether you would be content for the payment and assessment support days announcement to be part of the NQ 21 group communication, or in a standalone SG press release, and whether either approach should be supported by a GIQ being lodged on Tuesday.
6. Officials would be happy to discuss and will keep you sighted on significant developments.

[Redacted s38(1)(b)]  
Curriculum, Qualifications and Gaelic Division

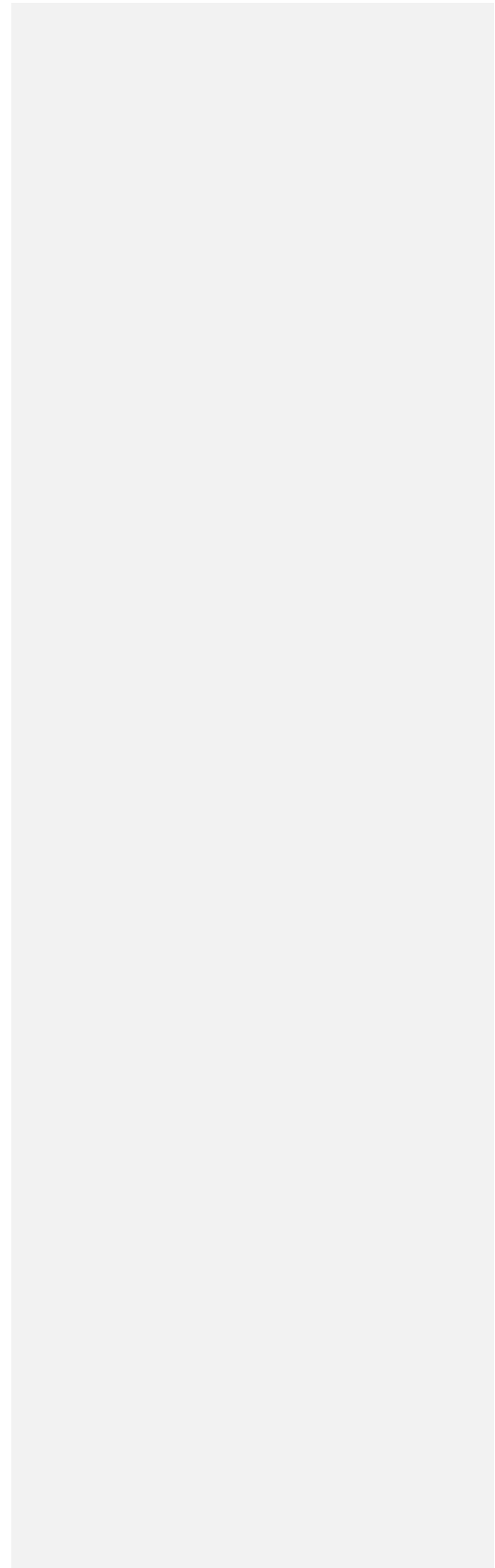
12 February 2021

Annex A

[Redacted – not in scope]

Annex B

[See Enclosure 06.1.1]



**Enclosure 56 – Email: RE: Submission - update on assessment of National Qualifications**

**From:** [Redacted s38(1)(b)]@gov.scot> **On Behalf Of** Deputy First Minister and Cabinet Secretary for Education and Skills

**Sent:** 13 February 2021 08:29

**To:** [Redacted s38(1)(b)]@gov.scot>; Deputy First Minister and Cabinet Secretary for Education and Skills <DFMCSE@gov.scot>

**Cc:** DG Education, Communities & Justice <DGECJ@gov.scot>; Director of Learning <DirectorofLearning@gov.scot>; Director of Advanced Learning and Science <DirectorofAdvancedLearningandScience@gov.scot>; Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>; Anson S (Sam) <Sam.Anson@gov.scot>; Drought A (Andrew) <Andrew.Drought@gov.scot>; Wilson M (Mick) <Mick.Wilson@gov.scot>; Pooley L (Linda) Dr <Linda.Pooley@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Head SFIO <HeadSFIO@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Communications DFM & Education <CommunicationsDFM&Education@gov.scot>; McAllister C (Colin) <Colin.McAllister@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Communications DFM & Education <CommunicationsDFM&Education@gov.scot>

**Subject:** RE: Submission - update on assessment of National Qualifications

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

The DFM is content to agree this on the assumption the provisions will be supported by all members of the National Qualifications Group. Please confirm that is the case. If so, this should be announced at headline level by FM in the statement on Tuesday and as she speaks a letter should be issued by the DFM to the Convener of the Education Committee setting out more detail along with a press release and tweets in the DFM's name.

Thanks

[Redacted s38(1)(b)]

[Redacted s38(1)(b)] John Swinney MSP, Deputy First Minister and Cabinet Secretary for Education and Skills | The Scottish Government | Web: [www.gov.scot](http://www.gov.scot) | Tel: 0131 244 [Redacted s38(1)(b)] | Mob: 07[Redacted s38(1)(b)] | Email: [DFMCSE@gov.scot](mailto:DFMCSE@gov.scot)

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[See Enclosure 55 for remainder of email chain]

**Enclosure 57 – Email: FW: Submission - update on assessment of National Qualifications**

**From:** Director of Learning <DirectorofLearning@gov.scot>  
**Sent:** 15 February 2021 08:30  
**To:** [Redacted s38(1)(b)]@gov.scot; Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>; Anson S (Sam) <Sam.Anon@gov.scot>; [Redacted s38(1)(b)]@gov.scot; Drought A (Andrew) <Andrew.Drought@gov.scot>  
**Subject:** FW: Submission - update on assessment of National Qualifications

Malcolm/ [Redacted s38(1)(b)]

We will need to ensure we have this all lined up for tomorrow. [Redacted – not in scope]

Copying to Sam and [Redacted s38(1)(b)]

Can you liaise to ensure we get the text in re announcing the payment and in-service days please to our contribution to the FM statement tomorrow?

Thanks  
Graeme.

[See Enclosure 56 for remainder of email chain]

**Enclosure 58 – Email: RE: Submission - update on assessment of National Qualifications**

**From:** [Redacted s38(1)(b)]@gov.scot>  
**Sent:** 15 February 2021 17:33  
**To:** Deputy First Minister and Cabinet Secretary for Education and Skills <DFMCSE@gov.scot>  
**Cc:** DG Education, Communities & Justice <DGECJ@gov.scot>; Director of Learning <DirectorofLearning@gov.scot>; Director of Advanced Learning and Science <DirectorofAdvancedLearningandScience@gov.scot>; Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>; Anson S (Sam) <Sam.Anson@gov.scot>; Drought A (Andrew) <Andrew.Drought@gov.scot>; Wilson M (Mick) <Mick.Wilson@gov.scot>; Pooley L (Linda) Dr <Linda.Pooley@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Head SFIO <HeadSFIO@gov.scot>; [Redacted s38(1)(b)]gov.scot>; Communications DFM & Education <CommunicationsDFM&Education@gov.scot>; McAllister C (Colin) <Colin.McAllister@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Communications DFM & Education <CommunicationsDFM&Education@gov.scot>  
**Subject:** RE: Submission - update on assessment of National Qualifications

Thanks [Redacted s38(1)(b)]

[Redacted – not in scope]

We have offered words on the payment and assessment support days for inclusion in the FM's statement should they be required, and are working with comms colleagues on a similar contribution to the planned press release tomorrow.

Should it be decided at Cabinet tomorrow that this announcement be made, is the DFM content that officials engage with Cosla in advance of the FM's statement to alert them to the payment and assessment support days?

Thanks

[Redacted s38(1)(b)]

[See Enclosure 56 for remainder of email chain]

**Enclosure 59 – Email: RE: Submission - update on assessment of National Qualifications**

**From:** [Redacted s38(1)(b)]@gov.scot> **On Behalf Of** Deputy First Minister and Cabinet Secretary for Education and Skills

**Sent:** 15 February 2021 17:52

**To:** [Redacted s38(1)(b)]@gov.scot>; Deputy First Minister and Cabinet Secretary for Education and Skills <DFMCSE@gov.scot>

**Cc:** DG Education, Communities & Justice <DGECJ@gov.scot>; Director of Learning <DirectorofLearning@gov.scot>; Director of Advanced Learning and Science <DirectorofAdvancedLearningandScience@gov.scot>; Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>; Anson S (Sam) <Sam.Anson@gov.scot>; Drought A (Andrew) <Andrew.Drought@gov.scot>; Wilson M (Mick) <Mick.Wilson@gov.scot>; Pooley L (Linda) Dr <Linda.Pooley@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Head SFIO <HeadSFIO@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Communications DFM & Education <CommunicationsDFM&Education@gov.scot>; McAllister C (Colin) <Colin.McAllister@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Communications DFM & Education <CommunicationsDFM&Education@gov.scot>

**Subject:** RE: Submission - update on assessment of National Qualifications

Hi [Redacted s38(1)(b)]

Thank you for your email – DFM agrees with what you have proposed below.

Kind Regards

[Redacted s38(1)(b)]

[Redacted s38(1)(b)] John Swinney MSP, Deputy First Minister and Cabinet Secretary for Education and Skills | The Scottish Government | Web: [www.gov.scot](http://www.gov.scot) | ☎ 0300 24 [Redacted s38(1)(b)] | Mobile: 0044 (0)7[Redacted s38(1)(b)] | Email: [DFMCSE@gov.scot](mailto:DFMCSE@gov.scot) | [Redacted s38(1)(b)]@gov.scot  
5N.07 St Andrew's House | Regent Road | Edinburgh | EH1 3DG

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[See Enclosure 58 for remainder of email chain]

**Enclosure 60 – Email: RE: Submission - update on assessment of National Qualifications**

**From:** [Redacted s38(1)(b)]@gov.scot>

**Sent:** 15 February 2021 19:59

**To:** Deputy First Minister and Cabinet Secretary for Education and Skills  
<DFMCSE@gov.scot>

**Subject:** RE: Submission - update on assessment of National Qualifications

Thanks [Redacted s38(1)(b)]

We'll get that done.

[Redacted s38(1)(b)]

[See Enclosure 59 for remainder of email chain]

**Enclosure 61 – Email: FW: FOR CLEARANCE: immediate - News release - First Minister - schools**

**From:** [Redacted s38(1)(b)]@gov.scot>  
**Sent:** 16 February 2021 14:09  
**To:** [Redacted s38(1)(b)]@gov.scot>  
**Subject:** FW: FOR CLEARANCE: immediate - News release - First Minister - schools

FYI

[Redacted s38(1)(b)], Scottish Government, Area 2B North, Victoria Quay, Edinburgh EH6 6QQ. Call: 07[Redacted s38(1)(b)] Email: [Redacted s38(1)(b)]@gov.scot

[Redacted s38(1)(b)]



**From:** [Redacted s38(1)(b)]@gov.scot> **On Behalf Of** Deputy First Minister and Cabinet Secretary for Education and Skills  
**Sent:** 16 February 2021 13:58  
**To:** [Redacted s38(1)(b)]@gov.scot>; Deputy First Minister and Cabinet Secretary for Education and Skills <DFMCSE@gov.scot>  
**Cc:** [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Director of Learning <DirectorofLearning@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Nicholson J (John) <John.Nicholson@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Higgins K (Kate) <Kate.Higgins@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Social Media <socialmedia@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Morrison E (Elizabeth) (Education Scotland) <Elizabeth.Morrison2@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Cumming A (Alison) Early Learning & Childcare <Alison.Cumming@gov.scot>; Drought A (Andrew) <Andrew.Drought@gov.scot>; Anson S (Sam) <Sam.Anson@gov.scot>; McAllister C (Colin) <Colin.McAllister@gov.scot>; Drought A (Andrew) <Andrew.Drought@gov.scot>; First Minister <firstminister@gov.scot>; Minister for Children and Young People <MinisterCYP@gov.scot>; Minister for Further Education, Higher Education and Science <MinisterFEHES@gov.scot>  
**Subject:** RE: FOR CLEARANCE: immediate - News release - First Minister - schools

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

The DFM is content to clear all of this.

Many thanks

[Redacted s38(1)(b)]

**From:** [Redacted s38(1)(b)]@gov.scot>  
**Sent:** 16 February 2021 13:50  
**To:** Deputy First Minister and Cabinet Secretary for Education and Skills <DFMCSE@gov.scot>  
**Cc:** [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Director of Learning <DirectorofLearning@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Nicholson J (John) <John.Nicholson@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Higgins K (Kate) <Kate.Higgins@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Social Media <socialmedia@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Morrison E (Elizabeth) (Education Scotland) <Elizabeth.Morrison2@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Cumming A (Alison) Early Learning & Childcare <Alison.Cumming@gov.scot>; Drought A (Andrew) <Andrew.Drought@gov.scot>; Anson S (Sam) <Sam.Anson@gov.scot>; McAllister C (Colin) <Colin.McAllister@gov.scot>; Drought A (Andrew) <Andrew.Drought@gov.scot>; First Minister <firstminister@gov.scot>; Minister for Children and Young People <MinisterCYP@gov.scot>; Minister for Further Education, Higher Education and Science <MinisterFEHES@gov.scot>  
**Subject:** FOR CLEARANCE: immediate - News release - First Minister - schools

**PO/Deputy First Minister and Cabinet Secretary for Education and Skills**

I would be grateful if Mr Swinney could confirm that he is content with the below news release and proposed social media posts.

All have agreed with policy colleagues and FM spad.

[Redacted s38(1)(b)]

Communications Education & Justice  
The Scottish Government  
07[Redacted s38(1)(b)]

**Remote learning to continue for majority  
Youngest pupils return to classroom.**

The majority of primary and secondary school pupils will continue with remote learning until at least mid-March while children in early learning and childcare (ELC) and primaries 1 to 3 will return full-time to classrooms from Monday 22 February.

First Minister Nicola Sturgeon confirmed that only strictly limited numbers of children and young people will return to classrooms next week, backed by strengthened school safety guidance and an enhanced testing for staff and senior pupils.

Very limited numbers of S4 - S6 pupils who require to complete practical work in order to achieve an SQA certificate will also return from Monday. Pupils currently in classrooms – primarily the children of key workers and those considered vulnerable – will retain their places.

As part of the move, Ministers announced a package of support and safety steps including:

- A further £40 million to help councils implement safety mitigations aligned with clinical advice
- £60m of additional investment in education recovery, including employing more teachers, classroom support staff and facilities management
- Twice weekly at-home testing to be offered to people who work in schools, early learning and childcare settings attached to schools, and senior phase pupils. Comprehensive testing guidance has been issued to schools and local authorities, and by the start of this week, more than 2,200 schools had received test kits, with deliveries to remaining schools continuing throughout the rest of this week. The programme will be expanded to stand alone childcare settings as soon as possible thereafter
- All secondary pupils will be required to observe two metre physical distancing while in school and on school transport in the period immediately after the return. This is in addition to existing measures including the use of face coverings

Ministers also confirmed hopes that further detail on the next phase of school return could be provided on 2 March.

Ms Sturgeon said:

“In terms of the order in which we exit lockdown, the Scottish Government has always made clear that education should be the priority. I can confirm today that, in line with the advice of our expert group, this first phase of the re-opening of schools will go ahead as planned on Monday.

“We will need to monitor the impact of this change very carefully before taking any further decisions. However, I hope we will be able to set out the second phase of school re-opening in two weeks’ time. I want to be clear, though, that the need to properly assess the impact of this limited re-opening means we do not envisage, at this stage, any further return to school before 15 March.

“As we consider these issues, we are of course doing everything we can to ensure that schools are as safe as possible for children, and for the education workforce. We are also publishing today updated school safety guidance, developed with the Education Recovery Group. This sets out a range of additional safety mitigations.

“And to help implement them, we will be providing local authorities and schools with an additional £40 million, as part of a wider £100 million package to accelerate school recovery. The Finance Secretary will confirm details later this afternoon. The success of this limited re-opening, and the prospect of getting more pupils back later in March, very much depends on all of us continuing to abide by the wider restrictions.

“So, for now - and I really cannot emphasise this point strongly enough - please treat Monday’s important milestone as a return to education for children only, and not as a return to greater normality for the rest of us.”

A further update is being published today on this year’s national qualifications. National 5, Higher and Advanced Higher exams 2021 have been replaced by an alternative certification model based on teachers’ judgement of evidence of each individual pupil’s attainment. The National Qualifications Group 2021 has agreed to extend the deadline for submitting provisional grades from 18 June to 25 June.

In recognition of the additional workload this will bring, teachers and lecturers involved in the delivery, assessment and moderation of National 5, Higher and Advanced Highers will receive an exceptional one-off payment of £400. There will also be two assessment support days available for all secondary teachers to give them extra time to engage with the alternative certification model.

## **Background**

Read more about strengthened school safety guidance.[[insert hyperlink](#)]

All children who are eligible for free school meals will continue to receive them during this period.

Read the update on arrangements for this year’s national qualifications. National 5, Higher and Advanced Higher exams 2021[[insert hyperlink](#)]

Ends

## **Social media**

### **Tweet 1**

Children in early learning and childcare, P1-3 and a limited number of senior pupils are scheduled to return to school from 22 Feb.

Updated guidance has been published to support their return to the classroom.

Read more – [LINK TO NR, guidance](#)



**Tweet 2**

Physical distancing rules for secondary pupils will be strengthened

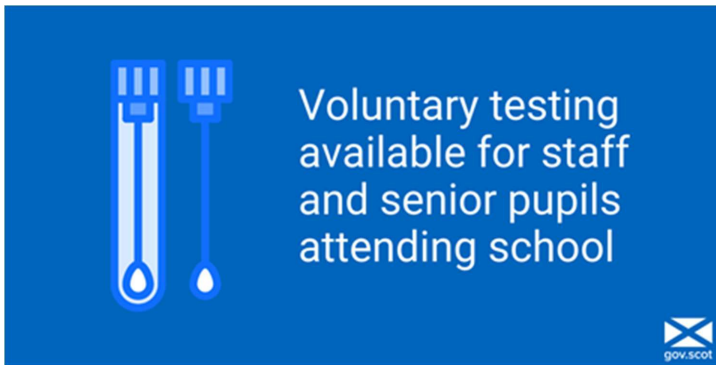
Young people must stay two metres apart while in school and on school transport

Read the full guidance here – [LINK TO GUIDANCE](#)



**Tweet 3**

An enhanced, voluntary testing programme of twice-weekly at-home testing using lateral flow devices will be available for staff and senior pupils who are attending school



**Tweet 4**

A new package of £100 million will help councils implement safety mitigations and plan for education recovery

*Link to NR*



**Tweet 5**

A one-off exceptional payment of £400 will be made to teachers & lecturers involved in the delivery of Nat 5, Higher & Advanced Higher courses this year. The payment reflects the extra workload of the assessment process this year. *Link to NR*

**Extra payment for**  
Nat 5, Higher &  
Advanced Higher  
course teachers



**Enclosure 62 – Email: FW: Lib Dem Party Business Wednesday 170221**

**From:** [Redacted s38(1)(b)]@gov.scot> **On Behalf Of** Deputy First Minister and Cabinet Secretary for Education and Skills  
**Sent:** 16 February 2021 20:29  
**To:** Swinney J (John) <John.Swinney@gov.scot>  
**Cc:** Deputy First Minister and Cabinet Secretary for Education and Skills <DFMCSE@gov.scot>  
**Subject:** FW: Lib Dem Party Business Wednesday 170221

DFM,

Please see draft briefing and speaking note for tomorrow.

I will make sure you earlier comments are taken on board.

Thanks

[Redacted s38(1)(b)]

[Redacted s38(1)(b)] John Swinney MSP, Deputy First Minister and Cabinet Secretary for Education and Skills | The Scottish Government | Web: [www.gov.scot](http://www.gov.scot) | Tel: 0131 244 [Redacted s38(1)(b)] | Mob: 07[Redacted s38(1)(b)] | Email: [DFMCSE@gov.scot](mailto:DFMCSE@gov.scot)

*All e-mails and attachments sent by a Ministerial Private Office to another 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 primary recipient. Private Offices do not keep official records of such e-mails or attachments.*

*Scottish Ministers, Special advisers and the Permanent Secretary are covered by the terms of the Lobbying (Scotland) Act 2016. See [www.lobbying.scot](http://www.lobbying.scot)*

**From:** [Redacted s38(1)(b)]@gov.scot  
**Sent:** 16 February 2021 19:44  
**To:** Deputy First Minister and Cabinet Secretary for Education and Skills  
**Cc:** Director of Learning ; [Redacted s38(1)(b)]@gov.scot ; McAllister C (Colin) ; [Redacted s38(1)(b)]@gov.scot ; [Redacted s38(1)(b)]@gov.scot ; Pentland MK (Malcolm) ; Communications DFM & Education <CommunicationsDFM&Education@gov.scot>  
**Subject:** RE: Lib Dem Party Business Wednesday 170221

[Redacted s38(1)(b)],

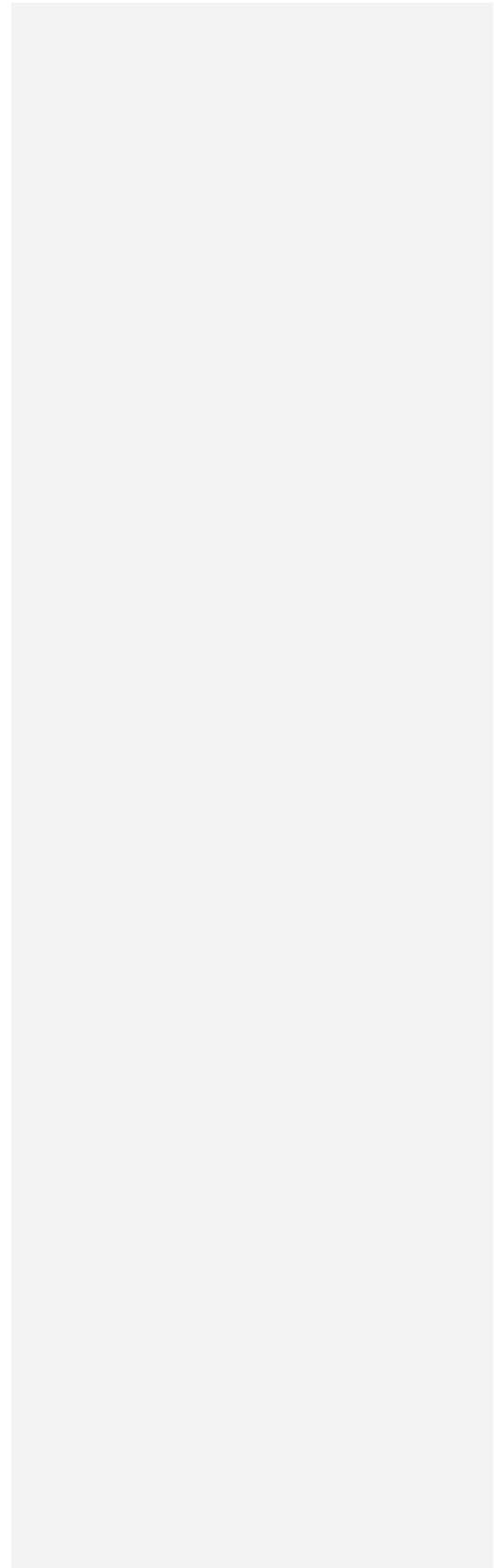
Please find attached a draft speaking note and briefing pack for the Deputy First Minister to consider.

The speaking note is slightly too long, so will require trimming. We will look to do this once we have feedback from DFM.

[Redacted s38(1)(b)]

[Redacted s38(1)(b)] | Learning Directorate | Tel: 0131 244 [Redacted s38(1)(b)] Mob:  
07[Redacted s38(1)(b)]

[Redacted – remainder of email chain not in scope]



**Enclosure 62.1 – Attachment: Briefing pack**

[Redacted – not in scope]

**ISSUE 31 January:** Sunday Mail reports comments from the Scottish Conservatives that there has been no movement on the pledge to give teachers and lecturers a one-off payment for the workload involved with the alternative certification model for National Qualifications in 2021.

[Redacted – not in scope]

- Teachers and lecturers involved in the delivery of the ACM this year will receive a one-off payment of £400, as outlined by the Deputy First Minister on 8 December.

[Redacted – not in scope]

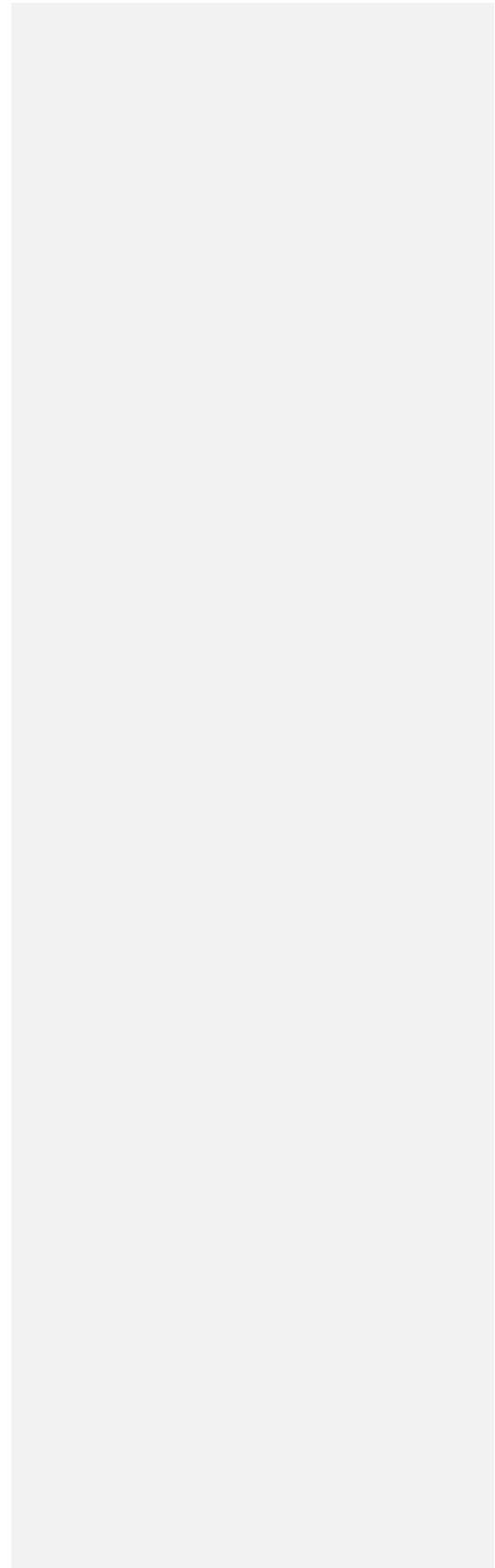
**We are making provision for a £400 payment for all teachers and lecturers directly involved in the assessment of National Qualifications in 2021.**

- This will be a one-off exceptional payment to support all teachers and lecturers delivering and marking National 5, Higher and Advanced Higher courses this year.
- This will be paid to part-time teachers on a pro-rata basis.

[Redacted – not in scope]

**Enclosure 62.2 – Attachment: Opening statement**

[Redacted – not in scope]







**Subject:** FMQ Brief Commission Request - Education- deadline 11am Monday 22nd February

Dear Colleagues,

Thank you as always for your amazing help

Next week FMQs will be on Thursday (25<sup>th</sup>) – but for awareness it is likely that FMQ's will take place on Thursday's until the end of March. If this changes, we will be in touch as soon as we have conformation.

Can you please remember to include the CPS hub on any briefs you send back to us (CPS Hub [CPSHubCovid@gov.scot](mailto:CPSHubCovid@gov.scot))

**First Minister's Questions – Request for Briefing**

The FMQ team consider that your policy area may feature in FMQs next week and have asked that you prepare a brief for the First Minister.

Please could you send your briefing to the **ET FMQ/PQ mailbox** ([ETFMQPQ@gov.scot](mailto:ETFMQPQ@gov.scot)) **no later than 11am on Monday 22<sup>nd</sup> February** (unless another deadline has been agreed in advance with the FMQ team) Can you please ensure **only these versions** of the FMQ briefings are updated and returned to us

If a previous version of your FMQ is attached then **please update that version** and return.

If you do not have a previous FMQ attached, then a blank template is attached for reference.

[Redacted – not in scope]

You can also find further guidance at the following link - <http://saltire/my-workplace/ministerial-preferences-and-support/best-practice/Pages/Preparing-FMQs.aspx>

**If you no longer need to be included on the regular commission emails for this DG area please do let us know so we can update the mailing list.**

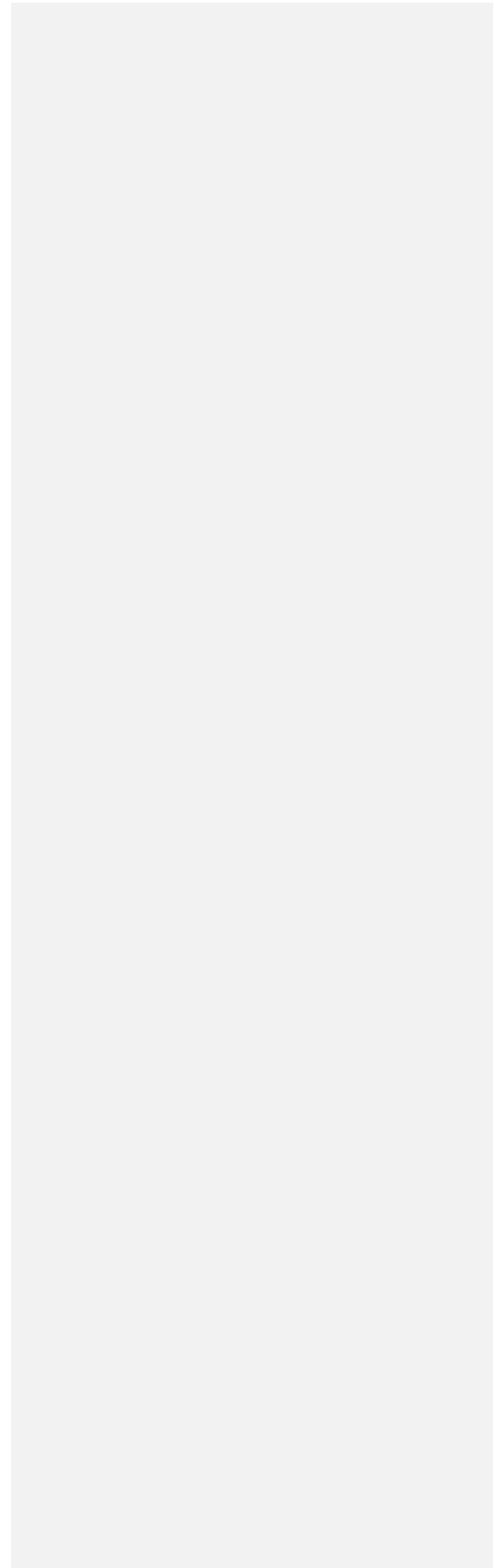
Thank you in advance for your contribution and if you have any questions please get in touch with either [Redacted s38(1)(b)] (ext [Redacted s38(1)(b)]), [Redacted s38(1)(b)] (ext [Redacted s38(1)(b)]), [Redacted s38(1)(b)] (ext [Redacted s38(1)(b)]), [Redacted s38(1)(b)] (ext [Redacted s38(1)(b)]), [Redacted s38(1)(b)] (ext [Redacted s38(1)(b)]), [Redacted s38(1)(b)] (ext [Redacted s38(1)(b)]).

If you have any questions about the process and deadlines, please get in touch with [Redacted s38(1)(b)] (ext [Redacted s38(1)(b)]) or [Redacted s38(1)(b)] (ext [Redacted s38(1)(b)]). Please note we are both currently working from home so if you need to get in touch urgently please use Skype/Teams.

[Redacted – not in scope]

		<b>SQA (Exams)</b>
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		<b>Contacts</b> [Redacted s38(1)(b)] [See Enclosure 63.1]
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**Enclosure 63.1 – Attachment: Word document**

[Redacted – not in scope]

**ISSUE 31 January:** Sunday Mail reports comments from the Scottish Conservatives that there has been no movement on the pledge to give teachers and lecturers a one-off payment for the workload involved with the alternative certification model for National Qualifications in 2021.

[Redacted – not in scope]

- Teachers and lecturers involved in the delivery of the alternative certification model this year will receive a one-off payment of £400, as outlined by the Deputy First Minister on 8 December.

[Redacted – not in scope]

**We are making provision for a £400 payment for all teachers and lecturers directly involved in the assessment of National Qualifications in 2021.**

- This will be a one-off exceptional payment to support all teachers and lecturers delivering and marking National 5, Higher and Advanced Higher courses this year.
- This will be paid to part-time teachers on a pro-rata basis.
- Two assessment support days have also been agreed for the purposes of supporting the delivery of the alternative certification model.
- The payment and two assessment support days are made in recognition of the additional workload generated by the Alternative Certification Model this year.

[Redacted – not in scope]

**Enclosure 64 – Email: Briefing - DFM introductory discussion with members of the Education Youth Recovery Panel 04.02.21**

**From:** [Redacted s38(1)(b)]@gov.scot>

**Sent:** 03 February 2021 17:31

**To:** Deputy First Minister and Cabinet Secretary for Education and Skills <DFMCSE@gov.scot>

**Cc:** [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Pentland MK (Malcolm) <Malcolm.Pentland@gov.scot>

**Subject:** Briefing - DFM introductory discussion with members of the Education Youth Recovery Panel 04.02.21

Hi [Redacted s38(1)(b)]

As discussed please find attached the briefing for DFM's meeting with members of the Education Youth Recovery Panel tomorrow.

[Redacted s38(1)(b)]

[Redacted s38(1)(b)] | Curriculum Unit | Directorate for Learning |

[Redacted s38(1)(b)]. **If you need to speak to me please call my mobile on:**  
07[Redacted s38(1)(b)]



Scottish Government  
Riaghaltas na h-Alba  
gov.scot



Civil Service  
Dyslexia & Dyspraxia  
Network

[Redacted s38(1)(b)]

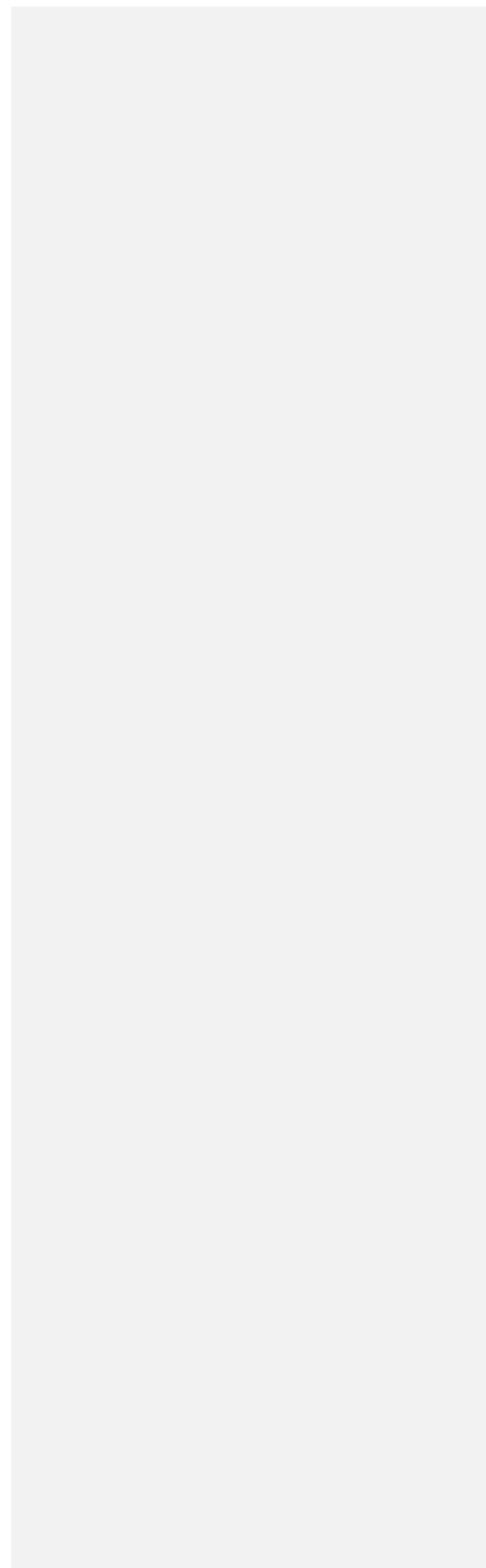
**Enclosure 64.1 – Attachment: Word document**

[Redacted – not in scope]

**We are making provision for a payment for all teachers and lecturers directly involved in the assessment of National Qualifications in 2021.**

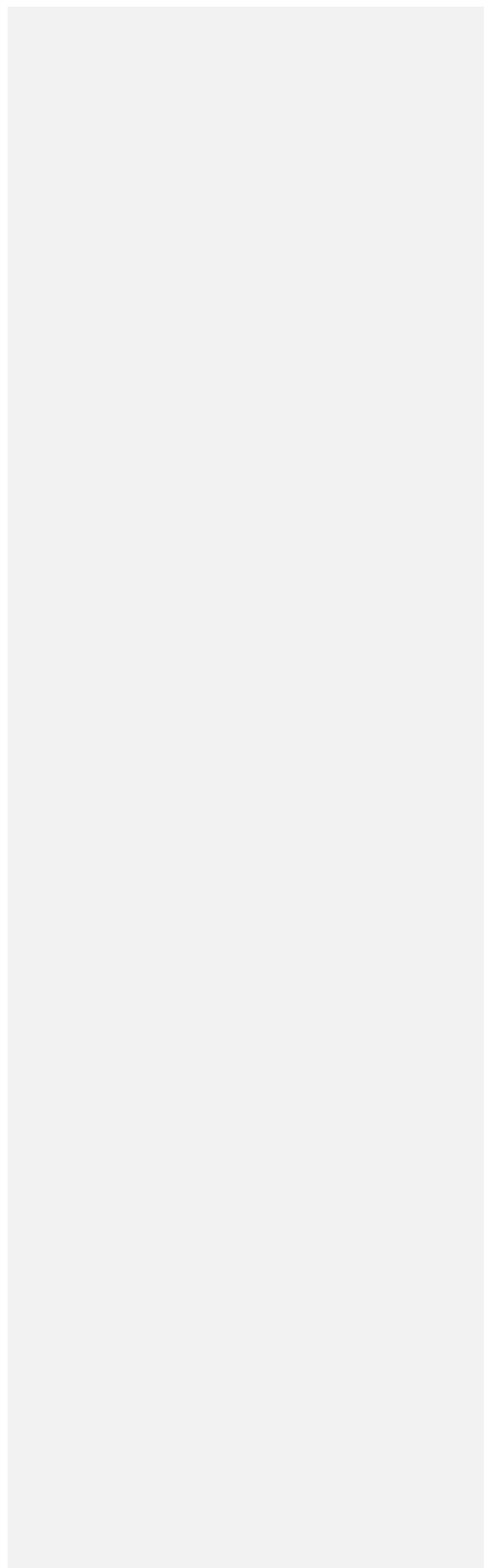
- This will be a one-off exceptional payment to support all teachers and lecturers delivering and marking National 5, Higher and Advanced Higher courses this year.
- Discussions are underway to finalise the details of this payment.

[Redacted – not in scope]



**Enclosure 64.2 – Attachment: PDF**

[Redacted – not in scope]



**Enclosure 65 – Email: RE: Payment to teachers**

**From:** [Redacted s38(1)(b)]@gov.scot>  
**Sent:** 18 February 2021 20:35  
**To:** [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>  
**Subject:** RE: Payment to teachers

Thanks all

To see an updated version.

[Redacted s38(1)(b)]

**From:** [Redacted s38(1)(b)]@gov.scot>  
**Sent:** 18 February 2021 11:36  
**To:** [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>  
**Subject:** RE: Payment to teachers

Further to my email below, how about the following:

Where is the budget for this coming from?

This one-off exceptional payment will come out of the education budget.

[Redacted – not in scope]

[Redacted s38(1)(b)]

[Redacted s38(1)(b)], Scottish Government, Area 2B North, Victoria Quay,  
Edinburgh EH6 6QQ. Call: 07[Redacted s38(1)(b)] Email: [Redacted s38(1)(b)]@gov.scot

[Redacted s38(1)(b)]



**From:** [Redacted s38(1)(b)]@gov.scot  
**Sent:** 18 February 2021 10:09  
**To:** [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>  
**Subject:** RE: Payment to teachers

Hi [Redacted s38(1)(b)]

[Redacted – not in scope] is there a likelihood that people will link the £400 with the savings made this year by SQA?

[Redacted s38(1)(b)]

[Redacted s38(1)(b)], Scottish Government, Area 2B North, Victoria Quay, Edinburgh EH6 6QQ. Call: 07[Redacted s38(1)(b)] Email: [Redacted s38(1)(b)]@gov.scot

[Redacted s38(1)(b)]



**From:** [Redacted s38(1)(b)]@gov.scot>  
**Sent:** 17 February 2021 20:25  
**To:** [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>  
**Subject:** FW: Payment to teachers

Fyi

The attached note is a bit of a work in progress. Less immediate need given the prevalence of other things in the press, but it might become more necessary as the payment may be questioned more.

Thanks

[Redacted s38(1)(b)]

**From:** [Redacted s38(1)(b)]@gov.scot>  
**Sent:** 17 February 2021 13:08  
**To:** [Redacted s38(1)(b)]@gov.scot>  
**Cc:** [Redacted s38(1)(b)]@gov.scot>  
**Subject:** RE: Payment to teachers

[Redacted s38(1)(b)]

You are correct teachers' salary scales are negotiated nationally and do not vary by workload or class sizes etc.

However, and I really don't think this is relevant but more by way of background for you in case someone was to ask, individual promoted postholders salaries are determined through a job sizing exercise which does measure their jobs in terms of management and teaching time and the number of certification classes that they undertake is a factor in determining their overall score. It is overly complicated and would be hugely bureaucratic to start to consider as that would entail LAs looking at every secondary postholder's job sizing score so totally impractical. I am not sure

you would gain anything from it anyhow as reviews of job sizing only take place if there has been a real material change in an individual's job – so the number of courses reflected in that might not even match what they are doing now.

As an aside we have just had a meeting with SLS and Jim Thewliss raised the payment under AOB. They asked the very questions that are in your Q&A and said that their executive discussed yesterday and had some difficulties with it. No doubt they will formally write to you in due course.

[Redacted s38(1)(b)]

2B North Victoria Quay  
EH6 6QQ

0131 244 [Redacted s38(1)(b)]  
07[Redacted s38(1)(b)]

**From:** [Redacted s38(1)(b)]@gov.scot>  
**Sent:** 17 February 2021 11:28  
**To:** [Redacted s38(1)(b)]@gov.scot>  
**Subject:** Payment to teachers

Hi [Redacted s38(1)(b)]

I hope all is well your way.

I've drafted up a few more lines about the payment to teachers and assessment support days. It would be great if you could have a look over it with a particular view on the highlighted section, but happy to take any other comments. The highlighted part seeks to respond to some comments we've seen that some subjects are harder to mark or have a higher burden than others, but I don't think that teacher's salaries vary by subject or class size, etc, but would be good to get confirmation of that.

Thanks

[Redacted s38(1)(b)]

[Redacted s38(1)(b)]  
Curriculum, Qualifications and Gaelic - Learning Directorate  
Scottish Government  
(0131 24) x. [Redacted s38(1)(b)]  
email: [Redacted s38(1)(b)]@scotland.gsi.gov.uk

**Enclosure 65.1 – Attachment: Word document**

**Teacher and lecture payment and assessment support days**

Payment

- One-off exceptional payment
- £400 full time, pro-rata for part time
- Taxable
- Reflects need to do additional work as a result of ACM
- State secondary teachers, college lecturers, and teachers at independent schools all potentially eligible
- Detailed eligibility to be determined
- Details of payment mechanism to be determined, but payment likely to follow conclusion of assessment model

Q. How did you decide on £400?

A. The £400 was agreed as a result of discussions with stakeholders (EIS) and takes into account what SQA markers have previously been paid.

Q. Why flat rate – how is this fair to teachers facing different workloads?

A. The payment reflects compensation for the additional workload of teachers and lecturers from delivering the Alternative Certification Model. There would be significant challenges and burden to operating a system tracking the work of every teacher and lecturer [approx. number?] to facilitate individual payments based on work undertaken. Teacher contracts are collectively negotiated and salary varies by years of experience and level of promotion rather than individual factors such as class size, etc.

Q. £400, and less after tax and pension contributions, will reflect less than minimal wage for the workload of some teachers and lecturers

A. The £400 is in addition to two assessment support days, which will be paid at normal contract rate.

Q. Who will receive the £400 payment?

A. Secondary teachers and college lecturers who are involved in the assessment, moderation and quality assurance of National 5, Higher and Advanced Higher qualifications this year will be eligible for the additional payment. This includes those within independent schools. We will be working with local authorities, the college sector and independent schools to determine how these individuals are identified.

[Redacted – not in scope]

Q. Where is the budget for this coming from?

A. Provision has been made in the 2021-22 education budget.

[Redacted – not in scope]

***Enclosure 66 – Standard text used in responses to correspondence from members of the public and MSPs***

In appreciation of the additional workload related to the alternative certification model in 2021, it is my intention to make an exceptional one-off payment to teachers and lecturers. The detail of this payment is currently being discussed with partners and employers, and more details will be announced in due course.

In acknowledgement of the additional workload of assessment of National Qualifications in 2021, Mr Swinney also announced his intention to make an exceptional one off payment to teachers and lecturers, recognising that practitioners are critical to assessing and marking National 5, Higher and Advanced Higher courses this year. The detail of this payment is being discussed with partners and employers.