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Enclosure 01 – Email, RE: Letter from Fiona Robertson to Cabinet Secretary for Education and Skills: Awarding 2022

Out of scope

From: Fiona Robertson <fiona.robertson@sqa.org.uk>

Sent: 31 January 2022 20:31

To: Cabinet Secretary for Education and Skills <CabSecES@gov.scot>

Cc: Director for Education Reform <DirectorforEducationReform@gov.scot>

Subject: Letter from Fiona Robertson to Cabinet Secretary for Education and Skills: Awarding 2022

Importance: High

PS/Cabinet Secretary

Please see letter, with attachment, for the attention of the Cabinet Secretary.

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

Enclosure 01.1 – Email attachment

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

Sent: 07 February 2022 09:24

To: fiona.robertson@sqa.org.uk

Cc: Cabinet Secretary for Education and Skills <CabSecES@gov.scot>

Subject: CORRESPONDENCE FROM SHIRLEY-ANNE SOMERVILLE, CABINET SECRETARY FOR EDUCATION & SKILLS

Please find attached a letter from Shirley-Anne Somerville, Cabinet Secretary for Education & Skills.

Many thanks,

[Redacted s38(1)(b)]

[Redacted s38(1)(b)]

T: 0131 244 [Redacted s38(1)(b)] | E: cabsecES@gov.scot

The Scottish Government | St Andrew's House, Regent Road, EDINBURGH EH1 3DG

Enclosure 01.1.1 – PDF attachment

7 February 2022

Dear Fiona

Thank you for your letter dated 31 January.

The arrangements to support learners taking National 5, Higher and Advanced Higher courses this academic year have been under discussion for some time, in various forums including the National Qualifications 2022 Steering Group and Working Group, through contact with my officials and most recently when we met on 19 January.

I am grateful for the efforts and perseverance of the SQA in this, particularly your work with stakeholders to establish an approach that recognises the ongoing challenges faced by learners this year but also maintains the credibility and integrity of the qualifications themselves. I commend your focus in wanting *“to provide the best support for learners in yet another exceptional year, in which there has been disruption to learning and anxiety about exams.”*

While the number of full and partial school closures has been small, it is clear that many secondary schools have experienced extreme disruption in the wave of the Omicron variant - particularly in the first half of January - in relation to both student and teacher absences. In the college sector, learners had to revert to a universally remote learning model, rather than a hybrid model, since late December. In that context, I am pleased that the SQA Board agreed to invoke Scenario 2. While we all hoped that the contingencies for this year’s approach to exams would not be needed, the fact Scenario 2 has been invoked demonstrates the importance of contingency planning in the face of the ongoing unpredictability of the pandemic.

The approaches to appeals, exceptional circumstances and grading will also provide reassurance to learners who are nervous about their first formal experience of exams, which has been exacerbated by the ongoing disruption caused by the pandemic.

Thank you for setting out in detail the Board’s considerations in respect of appeals, specifically the risks associated with the approach agreed. You mentioned the important role of the wider education sector and the risks relating to volume of appeals and the need to manage expectations. I know that you, and the Board, will continue to monitor and manage the risks around the appeals process, including contingency planning, and would ask that you keep my officials updated.

My officials will continue to work with you and your colleagues to ensure delivery of National Qualifications and appeals in another exceptional year, including where they can provide support. I know you will keep me apprised of progress through our regular meetings to provide me with assurance that delivery of exams remains on track and retains public confidence.

SHIRLEY-ANNE SOMERVILLE

Enclosure 02 – Email, Revision Support

From: Gill Stewart <Gill.Stewart@sqa.org.uk>

Sent: 08 February 2022 17:51

To: Jean Blair <Jean.Blair@sqa.org.uk>; [Redacted s38(1)(b)]@gov.scot>

Cc: [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Beth Black <Beth.Black@sqa.org.uk>; John Booth <John.Booth@sqa.org.uk>

Subject: RE: Revision Support Query

Hi [Redacted s38(1)(b)]

Jean is correct these will go on our website – assuming as Jean suggests that centres would print out for learners is no digital access

Gill

From: Jean Blair <Jean.Blair@sqa.org.uk>

Sent: 08 February 2022 17:19

To: [Redacted s38(1)(b)]@gov.scot>; Gill Stewart <Gill.Stewart@sqa.org.uk>

Cc: [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; Beth Black <Beth.Black@sqa.org.uk>

Subject: RE: Revision Support Query

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

Thanks for your email.

Gill, are you able to advise on this? I wouldn't imagine that SQA would be providing hard copies to learners, perhaps a matter for centres.

Regards

Jean

Jean Blair

Director of Operations

t: 0345 213 [Redacted s38(1)(b)] | **e:** jean.blair@sqa.org.uk | **w:** <http://www.sqa.org.uk>

Scottish Qualifications Authority

24 Wester Shawfair, Lowden, Dalkeith, Midlothian EH22 1FD

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

Sent: 08 February 2022 16:16

To: Jean Blair <Jean.Blair@sqa.org.uk>; Gill Stewart <Gill.Stewart@sqa.org.uk>

Cc: [Redacted s38(1)(b)]@gov.scot; [Redacted s38(1)(b)]@gov.scot; Beth Black

<Beth.Black@sqa.org.uk>

Subject: Revision Support Query

Hi Jean/Gill

I came across the below reference by Meghan Gallacher (conservative shadow-spokesperson for education) in media coverage of the qualifications statement last week [redacted s.30(b)(ii)]

“Also, given that revision classes and study guides are delivered online, those children who have not yet received the tablet or laptop promised to them by the SNP at last year’s election will be hugely disadvantaged.”

[redacted s.30(b)(ii)] In particular, would be helpful to understand if learners will receive hard copies of the revision support materials or whether it will all be online? Grateful for any inputs by 11am tomorrow (Wednesday) if possible.

I’m just going offline for the day but will be around tomorrow morning and happy to discuss then if helpful.

Many thanks

[Redacted s38(1)(b)]

[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 03 – Email, Draft message from SQA to centres on learner revision support - scheduled for Tuesday 8 March

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

Sent: 04 March 2022 16:13

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>

Cc: Hicks C (Clare) <Clare.Hicks@gov.scot>; John Booth <John.Booth@sqa.org.uk>

Subject: Draft message from SQA to centres on learner revision support - scheduled for Tuesday 8 March

Good afternoon colleagues,

For info, please find attached the latest draft of our message to centres and local authorities about learner revision support. We are planning to send this out on Tuesday to coincide with the publication of the support.

This draft is currently with Fiona Robertson for comment, and has still to be finalised.

Kind regards,

[Redacted s38(1)(b)]

[Redacted s38(1)(b)]

[Redacted s38(1)(b)]

Communications & Engagement, Communications Directorate

t: 0345 213 [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 03.1 – Word attachment

Learner revision support – Message to centres and local authorities DRAFT v3

Audience: SQA centres approved to offer National Qualifications (SQA Co-ordinators and Heads of Centre), local authority contacts and key education stakeholders

Issue date: Tuesday 8 March

Topics: Publication of learner revision support; high level reminder of full package of support, including modifications to assessment, exam exceptional circumstances and 2022 appeals.

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SQA provides revision support for learners taking National 5, Higher and Advanced Higher exams

Tuesday 8 March

SQA has today published revision support to help learners prepare for this year's exams, given the significant disruption to learning and teaching they have experienced due to the Coronavirus (Covid-19) pandemic. This is part of a wider package of support for learners that we announced on [1 February](#), when it was confirmed that the 'Scenario 2' contingency had been invoked, and includes the significant modifications we have already made to this year's exams and assessments.

Revision support is available for all courses that have an exam and is tailored to each course, including:

- **Advance notice of content that will or will not be in the exam**
For some courses, we have published information on which broad topics, contexts or content will or will not be in this year's exam. This will help learners to plan their revision and focus more on the parts of the course that will be in the exam, though learners can still use their knowledge of other parts of the course when developing their answers to questions.
- **Study guides**
For some courses, we have published study guides to help learners practice answering exam questions. These give hints and tips on how to approach different types of questions, including how to gain marks.
- **Study notes (learners' own)**
In a small number of courses, learners will be allowed to create a short study note that they can take with them into the exam.

The support resources have been developed with subject specialist teachers to ensure that you and your learners find this support useful. We hope that, together with the significant modifications made to the course assessments at the start of the year, this support help to relieve some of the worry and stress learners may be feeling as they prepare to sit formal exams.

[View a summary of the revision support for each course.](#)

Where to access the revision support

Learners can access the revision support from Ushare — our free online platform where users can share, rate and comment on open-source revision materials and teaching resources that support SQA qualifications.

Visit www.ushare.education.

You can also access the revision support documents directly from the National Qualification subject pages of our website at www.sqa.org.uk/ngsubjects.

Education Scotland, in partnership with e-Sgoil, is also running a series of study support webinars for learners working towards National Qualifications in 2022. Details are available from the e-Sgoil website at <https://www.e-sgoil.com/study-support>

More information on the 2022 exams

It is still the clear intention for the 2022 exams to take place during April to June.

You can view the full exam timetable at www.sqa.org.uk/timetable.

In mid-March, we will provide schools and colleges with copies of Your Exams. This booklet tells learners what they need to know about SQA exams, including the essential information and rules they must read before the exams start. Your Exams will also be available to download from our website.

Keeping you informed

Everyone at SQA recognises your professionalism and your commitment to your learners. We want to thank you once again for the hard work and dedication you have shown in delivering National Qualifications this year, and preparing your learners for this year's assessments, despite the ongoing disruption and challenges you have faced.

We know how difficult this session has been, and continues to be, for teaching staff, centre staff and for learners. With the support of the education system, we will continue to do all that we can to deliver for Scotland's learners.

We have updated our Q&A to help answer questions that you, or your learners and their parents or carers, might have. You can also refer to the frequently asked questions section of our website at www.sqa.org.uk/faq, where we have a dedicated section on Awarding 2022.

You can stay up to date by visiting www.sqa.org.uk/nq2022.

Appendix: Q&A

Why do different courses have different types of revision support?

This is because every course is different. Each course contains its own unique content and is assessed in a way that reflects that content and the specific skills, knowledge and understanding that learners develop.

For example, some courses focus on performance or practical-based assessments, while others are more exam-focused. Some courses focus on developing and demonstrating skills (such as courses in Modern Languages), some focus more on developing and using subject knowledge and skills (such as sciences and Mathematics), while others have a mix (such as History or Geography).

In some courses, the exam will assess learners on all the content from the course, while in others the exam will sample different content from across the course.

Our revision support reflects these differences.

Why aren't you providing advance notice of what will or won't be in the exam for all subjects?

We have published information on the broad topics, contexts or content that will or not be in the exam for some courses where the exam does not assess all the course content. It is not possible to take this same approach for courses where the exam already assesses learners on all the course content or where the topics or content cannot be separated easily.

For those courses, the modifications we made in August will have already reduced the content and skills that learners will be assessed on this year. For example, in some courses, we have reduced the length of the question paper, or we have made more of the question paper topics optional. In other courses, we removed coursework this year.

Where we cannot give advance notice of what will or will not be in the exam, we have published study guides that give hints and tips on how to tackle different types of questions. For a small number of courses, learners will be allowed to prepare a short study note to take with them into the exam.

What involvement did learners and teachers/lecturers have in the development of the revision support?

All the support material was developed in collaboration with practising teachers who work as senior appointees for SQA. For many courses, learners were invited to comment on anonymised drafts of the revision support by their teachers.

Why didn't you publish the revision support sooner?

It was not possible to finalise the revision support until we had finalised the 2022 exam question papers – particularly for those subjects where we are providing advance notice of topics, contexts or content that will or will not be in the exam.

It was also important that learners were given the opportunity to complete the learning for their courses, as providing this information too far in advance could have resulted in the narrowing of learning and teaching. This could have negatively impacted learners' breadth of course knowledge and understanding, and the next steps in their learning.

Why aren't you providing revision support for all courses?

We are providing revision support for all courses that have an exam. Some courses do not have revision support either because they don't have an exam or because we removed the exam for 2022 as part of the modifications to assessment.

Will SQA move the exam dates to give learners more time to catch up on missed learning due to self-isolation or illness?

We cannot move exam dates for several reasons, including allowing enough time for marking to take place, and for learners to be informed of their results in good time so they can make decisions about their next steps. For example, some learners will need their results to confirm a place at college or university, or on a training or employment programme.

Will learners' 2022 National Qualification results be credible?

Yes, SQA is working with the whole education system to maintain the integrity, credibility and standard of National Qualifications. This will ensure learners are awarded the results they deserve, to enable them to progress to the next stage of their learning

Could the exams still be cancelled?

The Scottish Government will only cancel the exams if public health advice restricts physical gatherings at the time when the exams are due to take place.

If exams are cancelled, when will that decision be made and communicated?

Exams will not be cancelled unless public health restrictions mean that physical gatherings are not permitted at the time of exams. This decision cannot be taken until nearer the time when the public health situation is clear.

What happens if the exams are cancelled?

If the Scottish Government cancel the exams, teachers, lecturers, and training providers will be asked to determine a provisional result for each learner, based on their professional judgement of alternative assessment evidence of demonstrated attainment.

This alternative assessment evidence is assessments that learners have already completed during the course, such as prelims, practical activities, performances, and class tests – and which teachers and lecturers have already used as a basis for determining estimates.

There will be **no requirement** for schools, colleges, and training providers to undertake additional assessments if the exams are cancelled, as this would place unnecessary workload on teachers, lecturers, training providers and learners.

[View more information about each of the scenarios.](#)

This message has been sent to SQA Co-ordinators and Heads of Centre in schools and colleges, and other centres delivering National Qualifications. A copy has been provided to local authority Directors of Education, Heads of Education, Quality Improvement Officers/Education Officers, the Scottish Council of Independent Schools (SCIS), teaching unions, and other colleagues across the Scottish Education system.

-ENDS-

Enclosure 04 – Email, Revision Support

Out of scope

From: Fiona Robertson <fiona.robertson@sqa.org.uk>
Date: Monday, 07 Mar 2022, 11:45 pm
To: Director for Education Reform <DirectorforEducationReform@gov.scot>
Cc: John Booth <John.Booth@sqa.org.uk>
Subject: Revision Support

Official – Sensitive

Clare

[redacted s.30(b)(ii)], I wanted to update you on the release of the revision support materials this evening, the current state of play and the actions we are taking.

[redacted s.30(b)(ii)]

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

Enclosure 05 – Email, Update on publication of revision support materials

From: John Booth <John.Booth@sqa.org.uk>

Sent: 07 March 2022 23:54

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

Cc: Director for Education Reform <DirectorforEducationReform@gov.scot>; Fiona Robertson <fiona.robertson@sqa.org.uk>; [Redacted s38(1)(b)]@sqa.org.uk>

Subject: Updated comms materials for revision support

Colleagues

Further to this evening's release of revision support materials in error, we have updated the comms due to issue to centres and media in the morning (now brought forward to 7am). Please see attached.

Happy to answer any questions.

John

John Booth

Director of Communications

Scottish Qualifications Authority

twitter: [@johnbooth224](https://twitter.com/johnbooth224) | email: john.booth@sqa.org.uk | website: <http://www.sqa.org.uk>

Enclosure 05.1 – Word attachment

[redacted s.25(1): <https://www.sqa.org.uk/sqa/100827.html>]

Enclosure 05.2 – Word attachment

[Duplicate of Enclosure 05.1]



Enclosure 06 – Email, Update on publication of revision support materials

From: John Booth <John.Booth@sqa.org.uk>

Sent: 08 March 2022 08:06

To: Fiona Robertson <fiona.robertson@sqa.org.uk>; 'Jim Thewliss' <jim.thewliss@sls-scotland.org.uk>; 'Tony' <Tony.Mcdaid@southlanarkshire.gov.uk>; 'Larry Flanagan' <lflanagan@eis.org.uk>; Jean Blair <Jean.Blair@sqa.org.uk>; Gill Stewart <Gill.Stewart@sqa.org.uk>; 'Steven Quinn' <steven.quinn@renfrewshire.gov.uk>; 'John.Edward@scis.org.uk'; 'anne.campbell@ayrshire.ac.uk'; Gorman G (Gayle) <Gayle.Gorman@educationscotland.gov.scot>; [Redacted s38(1)(b)]@sqa.org.uk; 'Cameron Garrett MSYP' <cameron.garrett.msyp@sypmail.org.uk>; 'Jamie Dunlop' <jamie.d@syp.org.uk>; 'Ollie.Bray@educationscotland.gov.scot'; 'Chair NPFS' <chair@npfs.org.uk>; [Redacted s38(1)(b)]@sqa.org.uk; Beth Black <Beth.Black@sqa.org.uk>; 'Chelsey Clay' <chelsey.c@syp.org.uk>; [Redacted s38(1)(b)]@sqa.org.uk; 'A.Tobin@napier.ac.uk'; [Redacted s38(1)(b)]@sqa.org.uk; 'DirectorforEducationReform@gov.scot'; 'Justin Walker' <Justin.Walker@sparqs.ac.uk>; 'aimee.m@syp.org.uk'; 'k.koss@nescol.ac.uk' <k.koss@nescol.ac.uk>; 'rose@ecsa.scot' <rose@ecsa.scot>; John.Edward@scis.org.uk; Anna.Dickens@nus-scotland.org.uk; Beth Black <Beth.Black@sqa.org.uk>; Catherine.Macdonald@educationscotland.gov.scot; [Redacted s38(1)(b)]@gov.scot>; gw08robinsonlynn@ea.n-ayrshire.sch.uk; [Redacted s38(1)(b)]@sqa.org.uk>; jen.johnston@collegesscotland.ac.uk; Jim.Thewliss@sls-scotland.org.uk; [Redacted s38(1)(b)]@sqa.org.uk>; Macnaught K (Kevin) <Kevin.Macnaught@educationscotland.gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; 'Ollie.Bray@educationscotland.gov.scot'; [Redacted s38(1)(b)]@gov.scot>; south.ayrshire@npfs.org.uk; south.lanarkshire@npfs.org.uk; [Redacted s38(1)(b)]@sqa.org.uk>; wanda.mcmillan@renfrewshire.school; [Redacted s38(1)(b)]@sqa.org.uk>; [Redacted s38(1)(b)]@sqa.org.uk>; [Redacted s38(1)(b)]@sqa.org.uk>; [Redacted s38(1)(b)]@sqa.org.uk>; Ali McDade <Ali.McDade@sparqs.ac.uk>; 'liam.furby@nus-scotland.org.uk' <liam.furby@nus-scotland.org.uk>

Subject: Update on publication of revision support materials

Dear NQ Strategy Group and NQ Partner Comms Group colleagues

Further to recent discussions about today's publication of revision support materials, please find attached the message which was issued to centres at 7am today.

This is earlier than originally planned due to the links being available and accessed in error last night.

The documents are now fully available and accessible to all on the SQA website and links on Ushare will continue to go live over the course of this morning.

As ever, your support in ensuring these resources reach learners would be greatly appreciated.

Thanks

John

Enclosure 06.1 – Word attachment

Learner revision support – Message to centres and local authorities FINAL

Audience: SQA centres approved to offer National Qualifications (SQA Co-ordinators and Heads of Centre), local authority contacts and key education stakeholders

Issue date: Tuesday 8 March at 7am

Topics: Publication of learner revision support; high level reminder of full package of support, including modifications to assessment, exam exceptional circumstances and 2022 appeals.

+++++

SQA provides revision support for learners taking National 5, Higher and Advanced Higher exams

Tuesday 8 March

SQA has published revision support to help learners prepare for this year's exams, given the significant disruption to learning and teaching they have experienced due to the Coronavirus (Covid-19) pandemic. This is part of a wider package of support for learners that we announced on [1 February](#), when it was confirmed that the 'Scenario 2' contingency had been invoked, and includes the significant modifications we have already made to this year's exams and assessments. Unfortunately, these documents were made available in error last night which meant they were not communicated in a way in which learners, teachers or lecturers have a right to expect. We are sorry that this has happened.

Revision support is now fully available on our website for all courses that have an exam and is tailored to each course, including:

- **Advance notice of content that will or will not be in the exam**
For some courses, we have published information on which broad topics, contexts or content will or will not be in this year's exam. This will help learners to plan their revision and focus more on the parts of the course that will be in the exam, though learners can still use their knowledge of other parts of the course when developing their answers to questions.
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For some courses, we have published study guides to help learners practise answering exam questions. These give hints and tips on how to approach different types of questions, including how to gain marks.
- **Study notes (learners' own)**
In a small number of courses, learners will be allowed to prepare a short study note that they can take with them into the exam.

These support resources have been developed with subject specialist teachers to ensure that you and your learners find them useful. We hope that, together with the significant modifications made to the course assessments at the start of the session, this support helps to relieve some of the worry and stress learners may be feeling as they prepare to sit formal exams.

[View a summary of the revision support for each course.](#)

Where to access the revision support

You can access the revision support documents directly from the National Qualification subject pages of our website now at www.sqa.org.uk/nqsubjects.

Learners can access the revision support from Ushare — our free online platform where users can share open-source revision materials and teaching resources that support SQA qualifications. All the documents will be available on Ushare by lunchtime today.

[Visit Ushare](#).

Education Scotland, in partnership with e-Sgoil, is also running a series of study support webinars for learners working towards National Qualifications in 2022. Details are available from the e-Sgoil website at <https://www.e-sgoil.com/study-support>

More information on the 2022 exams

It is still the clear intention for the 2022 exams to take place during April to June.

You can view the full exam timetable at www.sqa.org.uk/timetable.

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Keeping you informed

Everyone at SQA recognises your professionalism and your commitment to your learners. We want to thank you once again for the hard work and dedication you have shown in delivering National Qualifications this year, and preparing your learners for this year's assessments, despite the ongoing disruption and challenges you have faced.

We know how difficult this session has been, and continues to be, for teaching staff, centre staff and for learners. With the support of the education system, we will continue to do all that we can to deliver for Scotland's learners.

We have updated our Q&A to help answer questions that you, or your learners and their parents or carers, might have. You can also refer to the frequently asked questions section of our website at www.sqa.org.uk/faq, where we have a dedicated section on Awarding 2022.

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Appendix: Q&A

Why do different courses have different types of revision support?

This is because every course is different. Each course contains its own unique content and is assessed in a way that reflects that content and the specific skills, knowledge and understanding that learners develop.

For example, some courses focus on performance or practical-based assessments, while others are more exam-focused. Some courses focus on developing and demonstrating skills (such as courses in Modern Languages), some focus more on developing and using subject knowledge and skills (such as sciences and Mathematics), while others have a mix (such as History or Geography).

In some courses, the exam will assess learners on all the content from the course, while in others the exam will sample different content from across the course.

Our revision support reflects these differences.

Why aren't you providing advance notice of what will or won't be in the exam for all subjects?

We have published information on the broad topics, contexts or content that will or not be in the exam for some courses where the exam does not assess all the course content. It is not possible to take this same approach for courses where the exam already assesses learners on all the course content or where the topics or content cannot be separated easily.

For those courses, the modifications we made in August will have already reduced the content and skills that learners will be assessed on this year. For example, in some courses, we have reduced the length of the question paper, or we have made more of the question paper topics optional. In other courses, we removed coursework this year.

Where we cannot give advance notice of what will or will not be in the exam, we have published study guides that give hints and tips on how to tackle different types of questions. For a small number of courses, learners will be allowed to prepare a short study note to take with them into the exam.

What involvement did learners and teachers/lecturers have in the development of the revision support?

All the support material was developed in collaboration with practising teachers who work as senior appointees for SQA. For many courses, learners were invited to comment on anonymised drafts of the revision support by their teachers.

Why didn't you publish the revision support sooner?

It was not possible to finalise the revision support until we had finalised the 2022 exam question papers – particularly for those subjects where we are providing advance notice of topics, contexts or content that will or will not be in the exam.

It was also important that learners were given the opportunity to complete the learning for their courses, as providing this information too far in advance could have resulted in the narrowing of learning and teaching. This could have negatively impacted learners' breadth of course knowledge and understanding, and the next steps in their learning.

Why aren't you providing revision support for all courses?

We are providing revision support for all courses that have an exam. Some courses do not have revision support either because they don't have an exam or because we removed the exam for 2022 as part of the modifications to assessment.

Will SQA move the exam dates to give learners more time to catch up on missed learning due to self-isolation or illness?

We cannot move exam dates for several reasons, including allowing enough time for marking to take place, and for learners to be informed of their results in good time so they can make decisions about their next steps. For example, some learners will need their results to confirm a place at college or university, or on a training or employment programme.

Will learners' 2022 National Qualification results be credible?

Yes, SQA is working with the whole education system to maintain the integrity, credibility, and standard of National Qualifications. This will ensure learners are awarded the results they deserve, to enable them to progress to the next stage of their learning

Could the exams still be cancelled?

The Scottish Government will only cancel the exams if public health advice restricts physical gatherings at the time when the exams are due to take place.

If exams are cancelled, when will that decision be made and communicated?

Exams will not be cancelled unless public health restrictions mean that physical gatherings are not permitted at the time of exams. This decision cannot be taken until nearer the time when the public health situation is clear.

What happens if the exams are cancelled?

If the Scottish Government cancel the exams, teachers, lecturers, and training providers will be asked to determine a provisional result for each learner, based on their professional judgement of alternative assessment evidence of demonstrated attainment.

This alternative assessment evidence is assessments that learners have already completed during the course, such as prelims, practical activities, performances, and class tests – and which teachers and lecturers have already used as a basis for determining estimates.

There will be **no requirement** for schools, colleges, and training providers to undertake additional assessments if the exams are cancelled, as this would place unnecessary workload on teachers, lecturers, training providers and learners.

[View more information about each of the scenarios.](#)

This message has been sent to SQA Co-ordinators and Heads of Centre in schools and colleges, and other centres delivering National Qualifications. A copy has been provided to local authority Directors of Education, Heads of Education, Quality Improvement Officers/Education Officers, the Scottish Council of Independent Schools (SCIS), teaching unions, and other colleagues across the Scottish Education system.

-ENDS-

Enclosure 07 – Email, RE: Revision support - press queries

From: John Booth <John.Booth@sqa.org.uk>

Sent: 08 March 2022 10:52

To: [Redacted s38(1)(b)]@gov.scot>; Gill Stewart <Gill.Stewart@sqa.org.uk>; [Redacted s38(1)(b)]@sqa.org.uk>; [Redacted s38(1)(b)]@sqa.org.uk>

Cc: Beth Black <Beth.Black@sqa.org.uk>; Murdoch L (Laura) (Educ) <Laura.Murdoch2@gov.scot>; [Redacted s38(1)(b)]@gov.scot>

Subject: RE: Revision support - press queries

Hi [Redacted s38(1)(b)]

I'm copying [Redacted s38(1)(b)] and [Redacted s38(1)(b)] who are leading on the media side and have just come out of the briefing. I think it would be helpful for comms teams to share queries and lines.

Teachers were involved with the development of the materials and learners commented on the usefulness of the formats.

We've been stressing the importance of looking at the modifications and revision materials as a package. [redacted s.30(b)(ii)]

[redacted s.30(b)(ii)]

John

John Booth

Director of Communications

Scottish Qualifications Authority

twitter: [@johnbooth224](https://twitter.com/johnbooth224) | email: john.booth@sqa.org.uk | website: <http://www.sqa.org.uk>

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

Sent: 08 March 2022 10:39

To: Gill Stewart <Gill.Stewart@sqa.org.uk>; John Booth <John.Booth@sqa.org.uk>

Cc: Beth Black <Beth.Black@sqa.org.uk>; Laura.Murdoch2@gov.scot>; Sara.Lightbody@gov.scot

Subject: Revision support - press queries

Importance: High

Hi Gill and John

We're getting press enquiries about our response to the negative reaction to the revision support materials and claims this does not provide additional support to learners.

Could you let us know your proposed lines and background in terms of:

- what quality assurance did the materials go through
- who was involved in signing off the materials (i.e. subject specialists?)
- whether SQA are taking any action as a result of the reaction.

Grateful if you could come back asap please.

Many thanks

[Redacted s38(1)(b)]

[Redacted s38(1)(b)] | [Redacted s38(1)(b)] | Education Reform Directorate | Scottish Government |

Please note: my working hours are Tuesday – Friday. I am currently working from home but am contactable via email or Microsoft Teams.

Enclosure 08 – Email, Revision Support

Out of scope

From: Fiona Robertson <fiona.robertson@sqa.org.uk>

Sent: 08 March 2022 15:49

To: Director for Education Reform <DirectorforEducationReform@gov.scot>

Cc: Gill Stewart <Gill.Stewart@sqa.org.uk>; John Booth <John.Booth@sqa.org.uk>

Subject: Revision Support

Importance: High

Official Sensitive

Clare

We spoke and I undertook to provide some information about our processes for providing revision support to learners, including assurances about the quality of that support. I have written to you separately about the circumstances relating to the release of material last night.

As you know, SQA has put in place a range of support for learners this session to take account of some disruption to learning, whilst being mindful of the need to maintain the integrity and credibility of the Courses for learners and end users of the qualifications. This includes the following:

- Significant modifications to the assessment of all Courses at the beginning of the 2020/21 session. SQA carried out a consultation to determine the best approach for each course and we had over 22,000 responses to that consultation from teachers, lecturers, learners and parents and carers. We carried out a smaller scale engagement at the end 2020/21 and kept some of the original modifications but modified some of them in light of feedback from teachers and lecturers. This is a substantial support package for learners to take account of disruption to learning.
- In addition, we said in the autumn that if the level of disruption exceeded that experienced last session, we would look to provide additional support for learners, where we could, to help them with revision support in the final weeks of consolidation of their learning in the run up to the exams. This work was led by the Qualifications Directorate and we asked teams to consider the impact on:
 - Candidates' examination preparation time.
 - Learning and teaching time.
 - Centres' understanding of the assessable content.

A key consideration for staff was what additional material could be provided on top of the significant modifications already in place, whilst maintaining the integrity and credibility of qualifications.

The type of additional support we asked staff to consider included:

- Providing advanced notice of exam topics or contexts that would or would not be assessed in this year's exams (please note: that for some courses we had already narrowed the exam in the original modifications – so this would not be an option for many courses)
- Providing study guides for courses – giving hints and tips that would be useful to learners
- Open book conditions – taking in study notes to exams

In terms of consistency and coherence of approach, SQA's policy team and Qualifications Directorate staff agreed the principles and high-level guidelines. The high level principles, guidance and type of support was signed off through SQA's internal governance processes and was also discussed with the NQ 2022 working group, NQ 2022 Strategic Group, our Advisory Council and Board of Management. We have always been clear that, due to the different assessment modifications in place, we would not be able to take the same approach across all subjects.

Qualifications Directorate staff then used this guidance and principles to inform the approach for each subject. Qualifications Managers (QMs) worked with our senior appointee for each course (all of whom are teachers or lecturers) to develop the materials. [redacted s.30(b)(ii)] This was being done at the same time as finalisation of question papers by staff.

In terms of consistency and coherence, we have had a number of rounds of quality assurance through Qualifications senior staff meetings, led by the Director of Qualifications Directorate, where we considered and challenged approaches for different subjects, but also shared information across subjects about approaches being taken. Senior staff also had regular discussions with QMs for each subject about approach and consistency across curricular areas. Qualifications Directorate had three rounds of quality assurance, looking across all courses.

In addition, we have a team of editors, who worked to ensure consistency within curriculum areas and consistency of format for specific types of revision support and then across curriculum areas and subjects. Editors worked with the communications team on the format and approach and the communications team engaged with the learner panel as well to inform the format of published materials – and how this was presented on the website and Ushare.

Subjects are assessed differently so you will never avoid perceptions about variability across subjects. The modifications are also different across subjects, which informed what we could do. In a small number of cases, study guides were provided because specific revision support was not possible - and this is where much of the social media commentary has focussed. However, information on the *type* of material being provided was published on 1 February to manage expectations. It is important to look at

both the package of modifications plus revision support when considering the material overall.

While we acknowledge there has been considerable criticism of the materials on social media, it is important to acknowledge the feedback we received from teachers and learners during the development of the materials:

LEARNERS

tells you how you get the marks which helps if you're unsure where you get marks.

It is good and clear and explains it well

Very clear especially providing examples and extra "Top Tips"

Good explanations and examples

- top tips are useful
- covers a great range
- helpful examples
- clearly clarifies what questions are asking

"Like the layout and format of the documents – they seem clear and easy to follow"

"I'd expect the document to be used by my teacher to help shape revision guidance in class and for my teacher to talk me through it so that I can use it myself as part of my own exam prep."

TEACHERS

"The further support initiated by the transition to scenario 2 has been welcomed by our department and the pupils we serve. The timing means that, whilst the breadth of the course has been largely taught, the pupils who have experienced significant disruption to their learning have the opportunity to focus their revision in the remaining weeks, and better meet the demands of course assessment. Pupils who

have not yet performed to their potential feel they still have everything to play for given they can target their study in the remaining time. In terms of equity, the move to scenario 2 is welcome. “

“The clear message that we will have advance notice of the extract that will be assessed in the final exam has further reduced stress and will help students to focus their revision. This revision support is especially useful given the disruption to some courses where students may still be spending time trying to catch up on lost learning.

“I think it is helpful because even though the whole course has been covered, from an assessment point of view the revision can be a bit more focussed. This should help to reduce any disadvantage which will vary across schools, due to staff and pupil absence from covid.”

“I am really pleased that SQA, first and foremostly, have shown an understanding of that. They know things just can't instantaneously go back to normal and the continuation in this 2022 exam diet of the modifications of the last two years, along with the newly published revision support are an acknowledgment of that. The modifications allow candidates to focus on the key knowledge and skills required without being overwhelmed by the quantity of what they have to cover and the revision support provides an extra tool to assist their return to external assessment.

I am happy to discuss further.

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

Enclosure 09 – Email, RE: Revision Support

From: Director for Education Reform <DirectorforEducationReform@gov.scot>

Sent: 08 March 2022 16:22

To: Fiona Robertson <fiona.robertson@sqa.org.uk>

Cc: Gill Stewart <Gill.Stewart@sqa.org.uk>; John Booth <John.Booth@sqa.org.uk>; Murdoch L (Laura) (Educ) <Laura.Murdoch2@gov.scot>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@gov.scot>

Subject: RE: Revision Support

Fiona

Thanks for the provision of this more detailed information covering the process underpinning the development and testing of the revision support material.

We will share this information with the Cabinet Secretary in order to address her request for reassurance and revert to you if further information or detail is required.

Clare

This chain diverges from Enclosure 08 after the email of 08 March 2022 at 15:49

Enclosure 10 – Email, RE: Revision Support Media Reaction - draft lines and response

From: [Redacted s38(1)(b)]@sqa.org.uk
Sent: 08 March 2022 17:09
To: John Booth <John.Booth@sqa.org.uk>; [Redacted s38(1)(b)]@gov.scot>; Gill Stewart <Gill.Stewart@sqa.org.uk>; [Redacted s38(1)(b)]@sqa.org.uk
Cc: Murdoch L (Laura) (Educ) <Laura.Murdoch2@gov.scot>; [Redacted s38(1)(b)]@gov.scot>
Subject: RE: Revision Support Media Reaction - draft lines and response

Hiya

Thanks for sharing, we are tracking and monitoring our user behaviour at all points in the user journey, both from a learner and teachers point of view. Hopefully this will give us some insight into how they are finding the materials and interacting with the resources, We will then adjust the content where appropriate, based on this feedback.

Thanks

[Redacted s38(1)(b)]

From: John Booth <John.Booth@sqa.org.uk>
Sent: 08 March 2022 16:32
To: [Redacted s38(1)(b)]@gov.scot; Gill Stewart <Gill.Stewart@sqa.org.uk>; [Redacted s38(1)(b)]@sqa.org.uk; [Redacted s38(1)(b)]@sqa.org.uk
Cc: Laura.Murdoch2@gov.scot; [Redacted s38(1)(b)]@gov.scot
Subject: RE: Revision Support Media Reaction - draft lines and response

Sorry forgot to copy[redacted s.38(1)(b)]!

John Booth

Director of Communications
Scottish Qualifications Authority

twitter: [@johnbooth224](#) | email: john.booth@sqa.org.uk | website: <http://www.sqa.org.uk>

From: John Booth
Sent: 08 March 2022 16:32
To: [Redacted s38(1)(b)]@gov.scot; Gill Stewart <Gill.Stewart@sqa.org.uk>; [Redacted s38(1)(b)]@sqa.org.uk
Cc: Laura.Murdoch2@gov.scot; [Redacted s38(1)(b)]@gov.scot
Subject: RE: Revision Support Media Reaction - draft lines and response

Hi [Redacted s38(1)(b)]

Not sure I entirely follow the point? Each subject/course has information provided at each level, covering modifications, revision support, past papers etc eg

[National 5 Modern Languages - Course overview and resources - SQA](#)

The website and page layouts are all based on user testing and feedback. I've copied [s.38(1)(b)] who could give you more on that if helpful.

John

John Booth

Director of Communications
Scottish Qualifications Authority

twitter: [@johnbooth224](#) | email: john.booth@sqa.org.uk | website: <http://www.sqa.org.uk>

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

Sent: 08 March 2022 16:07

To: Gill Stewart <Gill.Stewart@sqa.org.uk>; [Redacted s38(1)(b)]@sqa.org.uk; John Booth <John.Booth@sqa.org.uk>

Cc: Laura.Murdoch2@gov.scot; [Redacted s38(1)(b)]@gov.scot

Subject: Revision Support Media Reaction - draft lines and response

Hi Gill/[Redacted s38(1)(b)]/John

Cab Sec is keen to understand some of the criticism that has arisen with the release of the revision support materials. [redacted s.30(b)(ii)]

[redacted s.30(b)(ii)] This may help reinforce the message that you and stakeholders have been emphasising, namely that the revision support is one element of the wider package of support for learners.

Happy to discuss the above if helpful.

Best regards

[Redacted s38(1)(b)]

[Redacted s38(1)(b)], [Redacted s38(1)(b)], Education Reform 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 11 – Email, RE: Timing of further information being published on revision support materials

From: Gill Stewart <Gill.Stewart@sqa.org.uk>

Sent: 10 March 2022 11:45

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

Cc: Fiona Robertson <fiona.robertson@sqa.org.uk>; Murdoch L (Laura) (Educ) <Laura.Murdoch2@gov.scot>; John Booth <John.Booth@sqa.org.uk>; Director for Education Reform <DirectorforEducationReform@gov.scot>; [Redacted s38(1)(b)]@sqa.org.uk>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@sqa.org.uk>; [Redacted s38(1)(b)]@sqa.org.uk>

Subject: RE: Timing of further information being published on revision support materials

Hi [Redacted s38(1)(b)]

We are working through this today and I will confirm the timelines once we have agreed what we are going to do and the timelines for doing it – we know it is urgent and are progressing this accordingly.

We are preparing a communication about the process for development of the revision support materials

We are also looking at how we can link revision support for learners to the modifications to assessment already made so that learners can see the complete package of support that SQA has made available.

Kind regards

Gill

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

Sent: 10 March 2022 11:30

To: Gill Stewart <Gill.Stewart@sqa.org.uk>

Cc: Fiona Robertson <fiona.robertson@sqa.org.uk>; Laura.Murdoch2@gov.scot; John Booth <John.Booth@sqa.org.uk>; DirectorforEducationReform@gov.scot; [Redacted s38(1)(b)]@sqa.org.uk>; [Redacted s38(1)(b)]@gov.scot

Subject: Timing of further information being published on revision support materials

Hi Gill

Further to conversations yesterday and the agreement for SQA to publish more detailed information on the revision support process, in addition to bringing the support for learners information together as a package, it would be helpful to know what your timescales are so that we can update Cabinet Secretary. Needless to say, she will expect it to be as soon as possible, but it would be helpful to know what you are working to.

I've set out the commitment Cabinet Secretary made to Parliament yesterday as a reminder.

"The SQA will be making more detailed information available on the revision support process, including on the involvement of teachers and learners. The SQA has also agreed to publish information in relation to the modifications to assessment that have already been

made as part of the revision support. That will demonstrate the package of support material that is available to learners for each course to address disruptions to learning.”

Many thanks

[Redacted s38(1)(b)]

[Redacted s38(1)(b)] | [Redacted s38(1)(b)] | Education Reform Directorate | Scottish Government |

Please note: my working hours are Tuesday – Friday. I am currently working from home but am contactable via email or Microsoft Teams.

Enclosure 12 – Email, Centre communications on updates to revision support documents

From: John Booth <John.Booth@sqa.org.uk>

Sent: 11 March 2022 15:00

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

Cc: Director for Education Reform <DirectorforEducationReform@gov.scot>; Murdoch L (Laura) (Educ) <Laura.Murdoch2@gov.scot>; Fiona Robertson <fiona.robertson@sqa.org.uk>; Gill Stewart <Gill.Stewart@sqa.org.uk>; [Redacted s38(1)(b)]@sqa.org.uk>

Subject: Centre communications on updates to revision support documents

Hi [Redacted s38(1)(b)]

[redacted s.30(b)(ii)]

[redacted s.30(b)(ii)]

A brief summary of what we have planned:

- The revision support documents, with a new cover note showing a summary of both the course modifications and revisions support, will be updated on a rolling basis from this afternoon [redacted s.30(b)(ii)]
- At the same time as the updates begin we will:
 - Issue the communication to centres. [redacted s.30(b)(ii)] The centre
 - Issue a tweet thread aimed at learners
 - Provide more visible links to the revision support table from the homepage

Thanks

John

Enclosure 12.1 – Word attachment

To: All centres

Subject: Important information about the package of support for learners ahead of exams

Dear SQA Co-ordinator,

This week, there has been much discussion about the revision support we made available ahead of the National 5, Higher and Advanced Higher exams. In this context, we wanted to share with you further information about the ongoing package of support that we are providing for learners. In particular, we wanted to highlight:

- The process we have gone through to get to this point
- The work we are continuing to do.

We apologise for the late timing of this message on a Friday afternoon but felt it was important to provide this update at the earliest opportunity.

The process so far

As you know, to take account of the ongoing disruption caused by the COVID-19 pandemic, we made significant modifications to the assessment of all courses at the beginning of the 2020-21 session. This was to help reduce the volume of assessment and ease the workload of learners, teachers and lecturers.

Depending on the subject, the assessment modifications included:

- removing or reducing elements of an exam and/or coursework
- providing more choice in an assessment
- removing a topic from the exam.

These modifications were developed following a consultation with our wider education community – with responses received from more than 22,000 teachers, lecturers, professional associations, learners, parents and carers.

We carried out a smaller scale engagement at the end of 2020-21, keeping many of the original modifications, and updating others in light of feedback from teachers and lecturers. The modification to course assessment is central to our package of support for learners.

As an additional measure, we also said that if the level of disruption exceeded that experienced last session, we would look to provide additional materials for learners where appropriate to help them with revision as they consolidated their learning in the final weeks before exams. The decision to take this step (known as ‘Scenario 2’) was taken at the start of February.

A key consideration was what additional material could be provided on top of the significant assessment modifications already in place, while maintaining the integrity and credibility of the qualifications. It is for this reason that the revision support we issued this week is tailored to, and hence different for, each course and by level.

Where possible, the additional support materials include providing advanced notice of exam topics or contexts or content that will – or will not – be assessed in this year’s exams. This was possible in 83 courses.

For other courses, where the exams had already been narrowed and we had gone as far as we could go, we have provided study guides to help learners in preparing for exams. This might include useful tips, methods of approaching question or common candidate errors identified by experienced markers.

In addition, in a very small number of courses, learners will be allowed to create a short study note that they can take with them into the exam hall.

Our approach to developing these materials has been informed throughout by specialist subject teachers. Learners have also been involved and provided feedback that reassured us that the support was suitable for the intended audience: 'Like the layout and format of the documents – they seem clear and easy to follow'; 'Tells you how you get the marks, which helps if you’re unsure where you get marks'; 'Very clear especially providing examples and extra top tips'.

We are grateful to all who have given their time to support the development process.

Ongoing work

The other parts of this year’s support package for learners include:

- an appeals service, after results have been published. Learners will have free direct access to this service.
- an exam exceptional circumstances consideration service, available while exams are taking place. This service will be available for learners should they be unable to attend an exam owing to personal circumstances outwith their control, such as a medical issue, or if they are affected during the exam by a disruption or other exam circumstance, reported by the chief invigilator.

We have listened to feedback about the learner revision support materials since publication. To that end, we are in the process of updating the materials to make it clearer for learners, parents and carers how each course assessment has been modified to date so that there is a clearer picture of the significant support that is available through both the modifications and revision support.

We are also taking the opportunity to clarify the content in a small number of the revision support documents covering:

- Higher Biology
- Higher Business Management
- Higher Computing Science
- National 5 Computing Science
- National 5 Economics
- National 5 History (including Gaelic translation)
- Advanced Higher German

- Advanced Higher Graphic Communication
- Higher Graphic Communication
- Higher Latin
- Higher Mathematics (including Gaelic translation)

The materials are being updated on a rolling basis from today and we intend to complete these updates by early next week.

I hope this information is helpful as you support learners in preparing for their exams, and thank you for your ongoing support.

Enclosure 13 – Email, RE: Centre communications on updates to revision support documents

From: Gill Stewart <Gill.Stewart@sqa.org.uk>

Sent: 11 March 2022 16:42

To: [Redacted s38(1)(b)]@gov.scot>; John Booth <John.Booth@sqa.org.uk>

Cc: Director for Education Reform <DirectorforEducationReform@gov.scot>; Murdoch L (Laura) (Educ) <Laura.Murdoch2@gov.scot>; Fiona Robertson <fiona.robertson@sqa.org.uk>; [Redacted s38(1)(b)]@sqa.org.uk>; [Redacted s38(1)(b)]@gov.scot>; [Redacted s38(1)(b)]@sqa.org.uk>; [Redacted s38(1)(b)]@sqa.org.uk>

Subject: RE: Centre communications on updates to revision support documents

Hi [Redacted s38(1)(b)]

Here is the summary of the clarifications and minor changes we are making to the revision support for the Courses.

We will issue the communication shortly

Gill

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

Sent: 11 March 2022 15:52

To: John Booth <John.Booth@sqa.org.uk>

Cc: DirectorforEducationReform@gov.scot; Laura.Murdoch2@gov.scot; Fiona Robertson <fiona.robertson@sqa.org.uk>; Gill Stewart <Gill.Stewart@sqa.org.uk>; [Redacted s38(1)(b)]@sqa.org.uk>; [Redacted s38(1)(b)]@gov.scot

Subject: RE: Centre communications on updates to revision support documents

Many thanks for this John.

I've attached a couple of minor comments to the text itself. In addition, we wanted to flag the following points:

- [redacted s.30(b)(ii)]

Many thanks

[Redacted s38(1)(b)]

[Redacted s38(1)(b)] | [Redacted s38(1)(b)] | Education Reform Directorate | Scottish Government |

Please note: my working hours are Tuesday – Friday. I am currently working from home but am contactable via email or Microsoft Teams.

The rest of this chain is the same as Enclosure 12

Enclosure 13.1 – Word attachment

[redacted s.30(b)(ii)]

Enclosure 14 – Email, RE: Centre communications on updates to revision support documents

From: Fiona Robertson <fiona.robertson@sqa.org.uk>

Sent: 15 March 2022 13:03

To: Murdoch L (Laura) (Educ) <Laura.Murdoch2@gov.scot>; John Booth <John.Booth@sqa.org.uk>;

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

Cc: Director for Education Reform <DirectorforEducationReform@gov.scot>; [Redacted

s38(1)(b)]@sqa.org.uk>; [Redacted s38(1)(b)]@gov.scot>

Subject: RE: Centre communications on updates to revision support documents

Laura

Thanks for getting in touch.

We discussed the approach on Friday. [redacted s.30(b)(ii)]

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: Laura.Murdoch2@gov.scot <Laura.Murdoch2@gov.scot>

Sent: 15 March 2022 12:06

To: John Booth <John.Booth@sqa.org.uk>; [Redacted s38(1)(b)]@gov.scot

Cc: DirectorforEducationReform@gov.scot; Fiona Robertson <fiona.robertson@sqa.org.uk>; Gill

Stewart <Gill.Stewart@sqa.org.uk>; [Redacted s38(1)(b)]@sqa.org.uk>; [Redacted

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

Subject: RE: Centre communications on updates to revision support documents

John/Gill,

Just picking up on the highlighted in the email below, [redacted s.30(b)(ii)]

Our approach to developing these materials has been informed throughout by specialist subject teachers. Learners have also been involved and provided feedback that reassured us that the support was suitable for the intended audience: 'Like the layout and format of the documents – they seem clear and easy to follow'; 'Tells you how you get the marks, which helps if you're unsure where you get marks'; 'Very clear especially providing examples and extra top tips'.

[redacted s.30(b)(ii)]

Grateful for your thoughts.

Laura

From: John Booth <John.Booth@sqa.org.uk>

Sent: 11 March 2022 15:59

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

Cc: Director for Education Reform <DirectorforEducationReform@gov.scot>; Murdoch L (Laura) (Educ) <Laura.Murdoch2@gov.scot>; Fiona Robertson <fiona.robertson@sqa.org.uk>; Gill Stewart <Gill.Stewart@sqa.org.uk>; [Redacted s38(1)(b)]@sqa.org.uk>; [Redacted s38(1)(b)]@gov.scot>

Subject: RE: Centre communications on updates to revision support documents

Thanks for quick response [Redacted s38(1)(b)].

- [redacted s.30(b)(ii)]

John

John Booth

Director of Communications

Scottish Qualifications Authority

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This chain diverges from Enclosure 12 after the email of 11 March 2022 at 15:52