

Braes High School

Newlands Road, Reddingmuirhead, FK2 0DA

Telephone: 01324 719551

Fax: 01324 503878

Headteacher: Iain Livingstone



Falkirk Council

Children's Services

Dear Parent/Carer

SQA Assessment Window Update

I would like to take this opportunity to update you on our current planning to best support our S4-6 pupils in completing their SQA assessments this session. We are grateful for the ongoing support and understanding of our senior pupils and all parents/carers as we navigate these challenging circumstances. I will be taking all matters SQA forward from this point so should you have any questions or queries with regards to SQA procedures this session please contact Mr Ironside.

All staff at Braes High School remain fully committed to supporting all pupils towards attaining the best SQA qualifications possible. We have welcomed all pupils back from the 19th April and over the remainder of this term we will be working together to ensure that, as far as possible, all pupils' complete courses and course specific assessments.

As a result of the disruption to normal SQA services this year the **SQA Alternative Certification Model (ACM)** is the process by which teachers will determine Provisional Grades for pupils sitting N5, Higher and Advanced Higher full courses. Our process is explained in the table below with the key dates and actions the school will take over the remainder of the term. Please keep these to hand for future reference.

These are in line with the **Alternative Certification Model** set out by SQA which can be found by clicking this link: <https://www.sqa.org.uk/sqa/96760.html>

Date	Action
Monday 19 April	All pupils return full time
April – Friday 11 June	School <i>Assessment Window open</i> . Teaching & learning will continue, however there are designated periods where, pupils will also complete essential assessment pieces to help generate their provisional grade. These will be assessed and moderated by teachers. SQA moderation will also take place.
Thursday 6 & Friday 7 May	In-service days – local authority collaboration on moderation and SQA training
Monday 7 & Tuesday 8 June	Assessment Days: agreed by Scottish Government and Local authorities for local authority moderation of assessment evidence.
Friday 11 June	Assessment Window closes across Falkirk Council schools. All pupil assessment evidence must be completed by this date.
Monday 14 June – Thursday 24 June	Final school quality assurance checks.
Friday 11 th June	Provisional Grades for N5, Higher & Advanced Higher full courses shared with pupils
Friday 25 June	Provisional Grades for N5, Higher & Advanced Higher full courses submitted to SQA
Other Notable Dates	
Friday 11 th June	S6 Last Day at School
Friday 18 th June	Timetable changes for all pupils

The agreed Local Authority closing date for the collection of assessment evidence has been set at 11 June. After that date staff will need time to finalise all required quality assurance processes prior to submitting grades to the SQA on 25 June.

A whole school assessment calendar covering N5, Higher and Advanced Higher has been created for all subject assessments at these levels and as these assessments have been linked to their timetables, pupils will be aware of how they should access the assessments that apply to them.

As a school we want to ensure a 'no surprises' approach to communication with regards to assessments and provisional grades. I would like to remind all pupils and parents that whilst we will always endeavour to contact families as soon as possible with relevant information, if you feel there is anything your young person needs support with or further clarification on please do not hesitate to contact the relevant Faculty or Pastoral Head via email or phone call. I have highlighted the contact details of these staff at the end of this communication

Our pupils will be informed of their progress towards their provisional grade throughout the period of assessment and verification processes by their subject teachers and any conversations with parents will be ongoing. Therefore, when the Provisional Grades are released to pupils, all pupils should be fully aware of these grades. Pupils will receive these final provisional grades on a pro-forma from their class teacher before Friday 11th June.

After Provisional Grades are submitted to SQA, **SQA will then conduct final checks on the grades** before certification takes place on 10 August 2021.

At the time of writing, we await further guidance from SQA on matters of Exceptional Circumstances and any Post-Results Service (Appeals). We will share this with pupils and parents/carers when this is made available.

Relevant staff contact details:

Pastoral heads – Can support with any subject, course, HWB or personal matters:

Lomond house –	michael.burns@falkirk.gov.uk
Pentland House –	laura.eckles@falkirk.gov.uk
Ochil House –	george.burnett@falkirk.gov.uk
Campsie House –	linda.jones@falkirk.gov.uk

For Subject Specific advice/information please contact relevant faculty Head:

English and Media –	mark.rooney@falkirk.gov.uk
Mathematics -	leanne.simpson@falkirk.gov.uk and claire.haggon@falkirk.gov.uk
Science –	john.mclean@falkirk.gov.uk
Creativity (Art, Drama and Music) –	brian.morris@falkirk.gov.uk
Humanities (Geography, History, Modern Studies and RMPS) -	fiona.malcolm@falkirk.gov.uk
Technologies (DET, Graphic Com, Bus Man, Admin, Computing) –	lan.vosser@falkirk.gov.uk
Modern Languages -	susan.dunn@falkirk.gov.uk
Health and well Being (PE, Practical cookery, HFT and Dance) –	darren.yeates@falkirk.gov.uk
For Pupil Support – please contact	Janine.white@falkirk.gov.uk and/or relevant key teachers

The following links provide further support for pupils and parents throughout the ACM.

<https://sway.office.com/KOejGr6vCPqg74O7?ref=Link>
[NPFS SQA Guide](#)

Finally, can we take this opportunity to thank you for your continued support for both your child and the school during these exceptional times.

Kind regards

D. Ironside
SQA Co-ordinator