



BERWICKSHIRE HIGH SCHOOL

SQA Presentation and Post-results Service

February 2021

SQA Presentation

All staff at Berwickshire High School are committed to ensuring that all students have a challenging and enjoyable learning experience, regardless of ability, subject or level. Our priority for the academic attainment of S4-S6 is ensuring that all students undertaking courses at Berwickshire High School complete the course they start, and complete it successfully.

Choosing Subjects and Levels

Ensuring successful completion of National Courses starts with the option choice procedure in February/March of each year. Once the student has chosen their subjects, the level of the course (for example Skills for Work, NPAs, National 3, 4 & 5, Higher or Advanced Higher) is then determined by teaching staff based upon a number of factors:

- The candidate's own results from the previous session in that subject (a pass for progression purposes is A-C in that subject or an equivalent subject);
- The candidate's own results from the previous session across all their other subjects;
- Subject success statistics from previous year's cohorts of Berwickshire High School;
- Subject success statistics from previous year's cohorts across Scotland.

Students should be placed on the highest level of course possible, whilst ensuring that the chances of successfully completing that course are realistic and likely.

Subject and Level Changes

The decision on the level of study is made before the student commences the course at the start of June. However, the choice of subjects and the level of study are open to negotiation upon receipt of SQA results in August. The results can particularly affect the new S6. By the end of the first week after we return in August, all S5/S6 students must have finalised their timetables. After this date, course changes are not allowed other than in exceptional circumstances.

Presentation Policy for S4, S5 and S6

It is our duty to provide a full time educational experience for all students. It is school policy to present all students successfully for a full quota of courses. Students in S4 and S5 are expected to pick an option from each column. Students in S6 must pick subjects from four columns, plus one column of volunteering. The only exception to this is if students are studying three Advanced Higher courses.

No student should withdraw from their chosen course of study at any time, other than in exceptional circumstances. Here such circumstances do exist, withdrawal from a course

must be authorised by the Year Head Depute and SQA Coordinator. Even at that point, for those students whom withdrawal is appropriate, they will remain in the same class undertaking private study in their remaining subjects. Leaving the classroom itself is not an option unless an alternative has been agreed by the Year Head Depute.

National Qualifications Post-results Service Procedures

The information below reflects the guidance offered by the Scottish Qualifications Authority (SQA) in the document *National Qualifications Post-results Services: Information for Centres* (revised June 2018). The policy also takes account of the ADES (Association of Directors of Education in Scotland) Advice Paper on SQA Results Service, June 2015.

Criteria for Post-results Clerical Check or Marking Review

The school will submit a Post-results Service request only under the following criterion:

- the candidate's certificated grade is markedly at odds with the totality of assessment evidence gathered during the year and is out of line with the performance of other candidates with similar profiles.

In general, the school will submit a request when the assessment evidence is consistent and points to an award at least two bands above the final award. Candidates must be made aware that their grade can go down as a result of this process.

The school will **not** consider a Post-results Service request when one or more of the following apply:

- the candidate's certificated grade is in line with, or exceeds, the estimate previously submitted to SQA by the school;
- the certificated award is within the same grade as that predicted by the assessment evidence held by the school (e.g. the school estimate was a grade B, band 3; the candidate achieves grade B, band 4);
- the candidate's performance has shown inconsistencies during the year such that the final award falls within the range of performance evidenced;
- a disparity between estimates submitted by the school and actual candidate achievement for a class group indicates that the school was unrealistic in determining estimates to meet national standards determined by SQA;
- a candidate's certificated grade is near a grade boundary (proximity to a grade boundary is not an appropriate criterion for submitting a Post-results Service request, though it may be taken into account where the submission criterion above has been satisfied);
- the candidate has been through the Exceptional Circumstances Consideration Service.

Evidence Required for Post-results Service Submission and Estimate Grades

For any Post-results Service request submitted, there will be clear and compelling evidence that there is a reasonable possibility an error may have occurred with the marking or totalling of marks which has resulted in the wrong grade being awarded. This clear and compelling evidence will come from all aspects of assessment, covering all elements of the course. Such assessment might include class tests, coursework and prelim examination.

Estimates must be based on robust evidence and should be generated in a clear and equitable manner. Accuracy of estimates is important in supporting the Rector to come to a decision regarding whether a Post-results Service request should be submitted.