

## English Writing Portfolio

### Information for Parents/Carers and Students

Portfolio of Writing = one piece of broadly creative or discursive writing, worth 30% of total grade. Writing could take the form of a:

- Short Story
- Personal Experience
- Drama Script
- Poetry
- Informative Essay
- Persuasive Essay
- Discursive/Argumentative Essay

### Changes to Assessment Conditions in 24/25, onwards

The SQA have made changes to the rules on completion of the N5 and Higher English Portfolio of Writing. These changes are designed to ensure that we as staff can verify that the work is the student's own, without input from others.

This means that we will have quite strict rules which must be adhered to in order to meet course requirements and qualify for entry at N5 and Higher.

Candidates will get three opportunities to complete a first draft folio piece. The first draft must be done **in class**, under close supervision of a teacher. There will be taught lessons in the run-up to these opportunities, where the teacher will provide guidance on how to structure writing, as well as help with use of language features, style, narrative voice etc. There will then be a double period assigned to writing their first draft.

When doing discursive writing, students will be given time to choose a topic, plan and carry out some research in advance of the writing period. They may create a 'Resource Sheet' which they can take into the lesson with them which has key facts, statistics and information relevant to their topic. They will not be allowed to carry out research during the writing period.

Unless a candidate uses IT in lessons normally, the first draft will be hand-written.

Candidates will get a double lesson to write their first draft. It is expected that the first draft will be at least:

- 500 words at N5 (final submission is max 1000 words)
- 650 words at Higher (final submission max 1300 words)

Teachers will collect first drafts in to do an initial check. They will provide brief verbal or written feedback at this stage.

Candidates will get three opportunities to create a first draft in:

- June
- September
- November

They will then choose the strongest of their three pieces to work on for submission to the SQA. A Complete draft will be submitted to their teacher in December, electronically.

Teachers will provide detailed feedback to these electronic drafts. As per SQA guidance, teachers may only provide detailed comments once.

Candidates will get a final opportunity to make improvements after prelims in January. The final deadline will be in March, at which point teachers will carry out a check before submission to the SQA. The final submission must be a clear development of one of the pieces initially created in a supervised writing period.

In brief:

- First drafts must be written in class, under close supervision of a teacher.
- This will occur during a double period, with advance warning (at least one week).
- There will be taught lessons in advance which focus on writing skills, research, structure, technique etc.
- Students will get three opportunities to write a first draft in June, September and November.
- It is expected that at least one of the three drafts will be broadly creative in style, and one broadly discursive in style.
- Students may choose either genre for their third piece.
- Students will receive some brief feedback on the first drafts.
- They will then choose the strongest of these drafts, to develop into a typed good copy, to be submitted on Microsoft Teams in December.
- Teachers will provide detailed feedback to these drafts.
- Students submit their final draft, on the SQA template, in March.