Additional Support Needs (ASN)

In Scotland, the term Additional Support Needs has replaced "Special Educational Needs". All children and young people need support to help them learn. Some children and young people will require support that is additional to, or different from, that received by children or young people of the same age to ensure they benefit from education. ASNs can be long-term or can refer to the help a child or young person needs in getting through a difficult period. ASNs can be due to disability or health; learning environment; family circumstances; or social and emotional factors. The Education (Additional Support for Learning) (Scotland) Act 2004 informs practitioners and organisations of their duties, and parents of their rights, in respect of the provision of support for children and young people.

Assessment is for Learning (AifL)

A major current programme to re-launch and promote key principles and good practice in both formative and summative assessment across primary and secondary schools.

Association of Directors of Education in Scotland (ADES)

An organisation whose members are the heads of the education service in Scottish local authorities. It provides a forum for discussion and is a body that can discuss issues with the Scottish Government.

Cabinet

The group of senior Ministers of the Scottish government appointed by the First Minister.

Cabinet Minister

A senior minister appointed to the Cabinet by the First Minister. The current government calls the Senior Ministers ‘Cabinet Secretaries’ and the junior Ministers, ‘Ministers’.

Cabinet Secretary for Education and Skills

John Swinney was appointed Deputy First Minister and Cabinet Secretary for Education and Skills in May 2016. The Cabinet Secretary is responsible for schools, educational attainment, qualifications, the national improvement framework, the teaching profession, looked after children, early years, further education and colleges, higher education and universities, youth work, Skills Development Scotland, vocational skills, adoption and fostering, protection of vulnerable groups, children's rights, child protection, social services workforce and children's hearings, children’s services and childcare.
Chancellor

The honorary head of a University. He or she is usually a distinguished person or a member of Royalty and need not be an academic.

Colleges

Provide much of the country’s vocational education and training as well as a wide range of higher education courses, mainly at Higher National Certificate (HNC) and Higher National Diploma (HND) levels. Previously called further education colleges.

Colleges Scotland

Supports key developments and innovations in the further education sector, as well as supporting colleges in implementing key Government policy initiatives.

Commissioner for Children and Young People

An independent commissioner appointed under the Commissioner for Children and Young People (Scotland) Act 2003 to promote and safeguard the rights of children and young people.

Community-based adult learning (CBAL)

An umbrella phrase used to describe a variety of learning approaches by a variety of providers in community settings. Includes a range of learning opportunities such as numeracy, literacy, languages, arts, crafts, information and communications technology, creative writing, dance, walking, fitness, sport and courses for personal development. CBAL originally described learning delivered in geographic localities or communities. It has since been adapted to include learning that is delivered to 'communities of interest', meaning adults who face similar issues and are willing to work together to address them, but who may or may not live in the same location. The quality of CBAL provision is overseen by Education Scotland.

Convention of Scottish Local Authorities (COSLA)

The body which represents local authorities in Scotland and consults on behalf of the authorities with central government on national issues.

Curriculum for Excellence (CfE)

A framework that seeks to create a single, coherent curriculum for all children and young people from the ages of 3 to 18. It aims to ensure a better balance between knowledge, understanding and skills development in order to equip young people with the skills for learning, life and work they will need for the modern world. The framework includes a broad general education from ages 3 to 15 and then more specialisation in working towards taking National Qualifications in the senior phase (ages 16-18).

Depute Head Teacher (DHT)

A member of the senior management team in a Scottish school, carrying management responsibilities for various aspects of the school's work and deputising for the head teacher when necessary.
Developing the Young Workforce (DYW)

Developing the Young Workforce (DYW) is a seven-year programme (2014-2021) to prepare children and young people aged 3-18 for the world of work, building on the foundations of Curriculum for Excellence. The aim of DYW is to reduce youth unemployment by 40% by 2021. The final report of the Commission for DYW, Education Working for All, was published in June 2014. This led to the publication of the Youth Employment Strategy by the Scottish Government in December 2014. Equality, inclusion and Science, Technology, Engineering and Maths (STEM) subjects are highlighted in the strategy as areas of particular importance.

Education Authorities (EAs)

Every one of the 32 local authorities in Scotland is also an education authority for its area.

Education Scotland

National public body (executive agency) dealing with quality and improvement in Scottish education.

Early Learning and Childcare (ELC)

The Children and Young People Act (2014) introduced a new concept of 'early learning and childcare'. The term seeks to remove an artificial divide between pre-school for 3 and 4 year olds; and, childcare for 0 – 3 year olds; or, pre-school and wrap around care for 3 and 4 year olds; whereby pre-school is the educational element delivered in short blocks tied to a certain number of hours in a day; topped up by childcare or wrap around care which can be seen as less important to learning.

Education and Culture Committee

A subject committee of the Parliament, of 9 members, the remit of which is to consider and report on further and higher education, lifelong learning, schools, pre-school care, skills and other matters falling within the responsibility of the Cabinet Secretary for Education and Lifelong Learning and matters relating to culture and the arts falling within the responsibility of the Cabinet Secretary for Culture and External Affairs.

First Minister

The First Minister is appointed by HM the Queen to lead the Scottish Government. He/she is normally the leader of the majority party in the Scottish Parliament. The Current First Minister is Nicola Sturgeon, leader of the Scottish National Party (SNP).

Further Education (FE)

Post-school, mainly vocational education, offered through colleges.

General Teaching Council for Scotland (GTCS)

An independent, profession led, regulatory body statutorily responsible for maintaining a register of teachers in Scotland and for establishing and monitoring professional teaching standards. The Cabinet Secretary for Education and Lifelong Learning (or another Minister with the relevant responsibility) must, by law, consult the GTCS on matters concerning teacher education. All teachers in public education must be registered with the GTCS.
Grant Aided Special Schools

These schools provide for a wide range of special educational needs. There are seven Grant Aided Special Schools in Scotland providing education for young people with a wide range of additional support needs.

Head Teacher (HT)

The head of any school in Scotland. The head teachers of some secondary schools may also be known as rectors.

Higher (Advanced Higher)

Highers are the primary higher education entry qualification in Scotland. This is normally a one-year course taken in the fifth or sixth year of secondary education though courses can also be followed at Colleges. National school-leaving certificate exams and university entrance qualifications offered by the Scottish Qualifications Authority. Within the Curriculum for Excellence reforms, the existing Higher and Advanced Higher qualifications are being retained as points of stability and reviewed to ensure they fully reflect the Curriculum for Excellence framework. New revised Higher qualifications will be available in 2014/15 and the new revised Advanced Higher qualifications in 2015/16.

Higher Education (HE)

In Scotland this term refers to the sector of education which encompasses post-school courses at Higher National Certificate and Diploma levels and degree and post-graduate course levels. All colleges as well as universities and other higher education institutions offer higher education courses of some kind.

Higher Education Institutions (HEIs)

Autonomous institutions, responsible for their own staffing, admissions, subject provision, curriculum and research. Funded by the Scottish Funding Council on behalf of the Scottish Government. There are 19 higher education institutions: 14 campus based universities, one distance-learning university (the Open University in Scotland), an educational partnership university based in the Highlands and Islands (known as the University of the Highlands and Islands), one art school, one conservatory of music and drama and Scotland’s Rural College.

Higher National Certificate (HNC)

A vocational certificate in higher education involving at least one year of full-time post-school study, sometimes two years. It is often taken part-time.

Higher National Diploma (HND)

A vocational qualification in higher education which is normally obtained following two or three years of full-time study.

Independent School

Term commonly used for private schools in Scotland. Parents pay fees for the attendance of their children at these schools.
Local Authorities

Scottish Local Government consists of 32 unitary local authorities which provide services to the people of Scotland. Each local authority is governed by an elected council. These local authorities have direct responsibility for schools, the employment of educational staff, the provision and financing of most educational services and the implementation of Scottish Government policies in education.

Looked After Children (LAC)

Under the Children (Scotland) Act 1995, 'looked after children' are defined as those in the care of their local authority – sometimes referred to as a 'corporate parent'. There are many reasons children may become looked after, including abuse or neglect at home; disabilities that require special care; being unaccompanied minors seeking asylum, or who have been illegally trafficked into the UK; or having been involved in the youth justice system. The Scottish Government aims to ensure that all looked after children receive the support they need whether they are in residential care, looked after by kinship carers, foster carers or at home, adopted (from Scotland or abroad) or leaving care.

Modern Apprenticeships

Modern Apprenticeships are aimed primarily at 16-17 year olds to enable them to train for jobs at craft, technician and trainee management levels. The training must lead to a Scottish Vocational Qualification Level III or above.

National Improvement Framework

The 2017 National Improvement Framework and Improvement Plan for Scottish Education is designed to help deliver the twin aims of excellence and equity in education - ensuring children and young people develop a broad range of skills and capacities, whilst supporting them to thrive, regardless of their social circumstances or additional needs.

National Performance Framework

Underpins delivery of the Scottish Government's agenda which supports the outcomes-based approach to performance. Introduced in 2007, the framework provides a unified vision and quantifiable benchmarks against which future progress can be assessed in all areas of government. It indicates the key factors in the socio-political context influencing policy action in all areas, including education.

National Qualifications (NQs)

A unified system of post-16 National Qualifications was introduced in schools, colleges and training centres from 1999 to replace the separate systems of academic and vocational qualifications. It is in the process of being replaced (between 2013 and 2016) by arrangements resulting from the review of qualifications and development of the Senior phase (usually ages 16 to 18) of the Curriculum for Excellence framework. The new National Qualifications will offer increased flexibility, provide more time for learning, more focus on skills and applying learning, and greater scope for personalisation. National Qualifications cover hundreds of subjects to suit a wide range of interests and skills. Schools offer a range of traditional subjects as well as new subjects, e.g. biotechnology, media studies and information systems.
Nursery (also Pre-School Education Centre)

An educational establishment offering early learning and childcare to children between the ages of three and five prior to the commencement of compulsory education at primary school. The cost of all public pre-school services fall to local authorities. Local authorities typically fund their own pre-school establishments and also, through Childcare Partnerships, commission pre-school places from private and voluntary centres wherever this helps meet parents’ and children’s needs and offers value for money.

Open University (OU)

The United Kingdom University which operates through distance learning but also brings students together for seminars at different times throughout the year.

Primary School

Primary schooling is organised as a separate level of education over seven years (Primary 1-7) from age 5 to 12. All publicly funded primary schools are administered by local authorities, with the exception of one direct-grant school. Primary schooling aims to provide a broad education in accordance with the philosophy of the Curriculum for Excellence reform. Primary education is defined by law as education that is appropriate for children who have not attained the age of 12 years.

Regional Improvement Collaboratives

A key strategy introduced by the 2017 National Improvement Framework is that schools across Scotland can draw on a range of expertise through six newly established Regional Improvement Collaboratives. Each one is led by a Regional Improvement Lead and works with schools, using all available evidence, to provide targeted advice and support to drive improvement. The leads were appointed by agreement of Local Authority Chief Executives in each region and the Scottish Government, with advice from Education Scotland. The leads are responsible for ensuring a detailed Improvement Plan in consultation with their schools and headteachers is in place for each area.

Reserved Matters

Matters on which the UK Parliament at Westminster alone can pass valid legislation.

School Improvement Plans (SIP)

It is a statutory requirement that Scottish schools each produce an annual School Development Plan stating the school's aims, indicating the results of self-evaluation and announcing what actions are to be taken to effect improvement.

Scotland Office

The office of the Secretary of State for Scotland. Secretary of State for Scotland is the head of the Scotland Office and the senior Minister of the UK Government dealing with Scottish matters. His or her role is to act as a link between the UK Government and the Scottish Government and to represent Scottish interests in the Cabinet.

Scottish Administration

The term used to denote both the political and administrative sides of the Scottish government. It
includes members of the Scottish Executive, junior Scottish Ministers, certain non-ministerial office-holders (such as the Registrar General of Births, Deaths and Marriages for Scotland, the Keeper of the Registers of Scotland and the Keeper of the Records of Scotland) and their staff.

**Scottish Council of Independent Schools (SCIS)**

The body representing the majority of independent (i.e. private) schools in Scotland

**Scottish Credit Qualifications Framework (SCQF)**

Brings together all mainstream Scottish Qualifications. It is the responsibility of a partnership involving the Scottish Government, the Scottish Qualifications Authority, the Quality Assurance Agency for Higher Education, Colleges Scotland, and Universities Scotland.

**Scottish Funding Council (SFC)**

National strategic body responsible for the funding of teaching and some research in the 41 colleges and the 20 higher education institutions

**Scottish Government**

As defined in section 12 of the Scotland Act 2012, the Scottish Government is the group of senior Ministers in the Scottish Government. It comprises the First Minister, other Ministers appointed by the First Minister, and the two Scottish Law Officers (that is, all Ministers in the devolved government other than junior Scottish Ministers). The Scottish Government is responsible for most of the issues of day-to-day concern to the people of Scotland, including health, education, justice, rural affairs, and transport. The Scottish Government was known as the Scottish Executive when it was established in 1999 following the first elections to the Scottish Parliament. The current administration was formed after elections in May 2011.

**Scottish Ministers**

The collective term for the members of the Scottish Executive who exercise statutory functions, including those transferred from UK Ministers of the Crown. Apart from functions conferred specifically on the First Minister or the Lord Advocate, functions conferred on the Scottish Ministers can be exercised by any member of the Scottish Executive. The First Minister is responsible for allocating, and defining the remit of, ministerial posts. The term ‘the Scottish Ministers’ is also applied colloquially to any Ministers or junior Scottish Ministers.

**Scottish Negotiating Committee for Teachers (SNCT)**

This is the body which took over responsibility in 2001 (from the Scottish Joint Negotiating Committee) for the negotiation of the salaries and conditions of service of teachers in Scotland.

**Scottish Parliament**

The law-making body for devolved Scottish matters created by the Scotland Act 1998.

**Scottish Qualifications Authority (SQA)**

National public body (executive non-departmental public body) dealing with public examinations. SQA is the national body in Scotland responsible for the assessment and certification of qualifications other
than degrees.

Secondary School

Secondary years 1-4 constitute lower secondary education, which runs from age 12 to 16 (and the end of compulsory schooling). In the upper stage (Secondary 5 and 6, age 16 to 18) a particular aim is to enable pupils, as they move beyond school, to profit from vocational education and training, or from higher education. All publicly funded secondary schools are comprehensive and most offer six years of secondary education. They vary in size from under 100 pupils (20 schools in 2010) to around 2,000. The Curriculum for Excellence arrangements provide for a broad general education to age 15 (Secondary 3), with pupils moving on to National Qualifications courses in Secondary 4 and beyond.

Skills Development Scotland (SDS)

Skills Development Scotland is the national skills body supporting the people and businesses of Scotland to develop and apply their skills, with more than 1,200 colleagues working across Scotland in schools, careers centres and partner locations.

Standard Grade

Scotland’s previous educational qualifications for students aged around 14-16 years. Standard Grades are no longer available and have been replaced by the new National Qualifications.

Student Awards Agency for Scotland (SAAS)

The body which operates the student allowance scheme on behalf of the Scottish Government.

Teaching Qualification (TQ)

The qualification awarded by a teacher education institution to a student who has successfully completed a post-graduate certificate in education, a Bachelor of Education degree, or a combined degree which includes study of education and school experience. It entitles the student to register with the General Teaching Council for Scotland (GTCS).

United Kingdom (UK)

The state comprising Great Britain (Scotland, England and Wales) and Northern Ireland.

Universities Scotland

Universities Scotland exists to represent and promote Scotland’s higher education sector and campaign on its behalf. It represents the Principals or Directors of Scotland’s higher education institutions. University Principals elect a Convener and Vice Convener who serve for a two-year period.

DID YOU FIND WHAT YOU WERE LOOKING FOR?

YES

NO

Contact *