

Qualifications Scotland **Registration for certification** requires full name, date of birth and home address to allow Qualifications Scotland to either match up personal details or create a new record (home address is where Qualifications Scotland will send the award certificate). Attendance and taking exams at a Scottish school/college should mean a Qualifications Scotland candidate number already exists (please remember to provide name and address applicable at that time). If no record exists, one will be created. If you would like to check on how Qualifications Scotland may use your information, please see Qualifications Scotland privacy statement: www.qualifications.gov.scot/privacy-statement

Data Protection Agreement

By completing this form you agree to the SSC holding your personal details, in relation to this course, until the retention period has expired for your course cohort - maximum time will be 1 year from the month the last candidate of a particular cohort completes; the course archive will then be securely destroyed.

Contact Details:

Scottish Sensory Centre
Room 1.14
Paterson's Land
Moray House School of Education & Sport
The University of Edinburgh
Holyrood Road
Edinburgh EH8 8AQ

Tel 0131 651 6501

Email: sscworkshops@ed.ac.uk

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The SSC is a national centre funded by the Scottish Government
(Learning Directorate, Support and Wellbeing)

The University of Edinburgh is a charitable body registered in Scotland;
Registration No: SC005336

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SSC
scottish sensory centre

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Qualifications
Scotland
Approved Centre



SSC Braille Competency Course **2026-27** **UNCONTRACTED**

This course has been validated by Qualifications Scotland (formerly SQA) and on satisfactory completion of the Final Assessment exam a Qualifications Scotland Certificate will be awarded. This is a distance learning course designed for sighted people who are working with children and young people who use uncontracted Braille, ie, teachers, learning support assistants, parents, etc. Course members will have up to three months, from receipt of the course materials, to complete the course, including the Final Assessment exam. The course runs continuously for this period - holidays are not factored into the timetable.

The SSC's Braille course is based on the centre's belief that all learners of Braille should do so by using a Perkins Braille Writer (or other paper carrying machine) and paper. Offering a Braille course that can be accessed via an electronic device may mislead a new and/or inexperienced practitioner into believing that this is also the best way to teach young children. Effective and efficient use of two hands is essential for reading and interpreting tactile diagrams; this technique can only be developed by reading a hard Braille copy, never by using a Braille display that shows only a single line at a time. For young children learning Braille the importance of developing a good, two-handed reading technique can never be over emphasised.

Course Tutor:
Diane McLellan

Content: This course offers the opportunity to acquire expertise in reading and writing uncontracted Braille. The course is presented in one stage and contains writing exercises along with flat and raised braille reading material. Course members must have access to a standard Perkins Braille (or other paper carrying machine) and supply their own braille paper. Practising daily for 45 minutes to 1 hour is recommended rather than occasional blocks of time.

At the end of the second month of the course, an assessment comprising of a comprehension and a writing exercise is completed and submitted to the Course Tutor for marking; the subsequent feedback will indicate whether revision or a resit is needed. The Final Assessment is undertaken under formal examination conditions without the use of reference materials and must be invigilated by a person in authority, eg, Line Manager - please contact the SSC if this is not possible.

Uncontracted Braille Course Fees for 2026-27 (April-January):

£390 Standard fee

£450 (outside UK)

Please note that the course fee is not refundable after the first fortnight and substituting candidates is not permitted.

This course can be joined at the start of a month, from April to the following January (an application for January must be received in early December). Course members will have up to 3 months, from receipt of the course materials, to complete the course, including the Final Assessment. The course fee covers:

- payment to Qualifications Scotland for registration & certification;
- complete course materials;
- tutor time (correction, feedback, support by letter/email/phone);
- final assessment exam materials, marking and feedback.

Application Process: The centre pages of this flyer contain the course application form. There is space to note background information and any special support requirements. Any support required should be declared before commencing the course so that the Course Tutor can plan how best to meet these needs and provide appropriate support throughout the course. If such support requires any special arrangement (eg, extra time) for the Final Assessment exam, this will need to be requested of Qualifications Scotland and evidence will be required, eg, copy of formal diagnosis of dyslexia, etc.

Applications put forward by a school/service must be authorised by a line manager. Full invoice details are essential: please quote purchase order number and/or attach the official purchase order. *There is an online link for card payments that will also request the application form information. Please check that a place is available before using the online link.*

Please ensure that the application form is fully completed as missing information may delay registration onto the course and the form may be returned.

For statistical purposes, for the SSC's Annual Report to its funding body and Qualifications Scotland, the SSC requests information on whether the work-base is a mainstream school, special unit, or other, and pupil age range focus; we would be grateful for as much information as possible.

Receipt of applications will be acknowledged. If a place is available a confirmation email will be issued along with a Personal Details statement and a Course Agreement form; both should be checked, updated if required, signed and returned. When details are confirmed arrangements will be made to send out course materials, for the course start date.

Last enrolment for 2026-27 is 1st January 2027, applications and SSC admin must be completed by 1st December 2026.
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APPLICATION FORM
SSC Braille Competency Course
UNCONTRACTED
2026-27

HOME INFORMATION:

Name: _____
(Full name)

Address: _____

_____ **Postcode:** _____

Phone: _____ **Fax:** _____

Email: _____

Qualifications Scotland candidate no: _____ **Date of Birth:** _____
(if you already have one, please enter above)

Background Information (about yourself, reasons for doing course, any special support required, eg large print, alternative paper colour, etc)

NB: Any special arrangements required should be accompanied by supporting evidence for this request.

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The University of Edinburgh
Paterson's Land 1.14
Holyrood Road
EDINBURGH EH8 8AQ

WORK INFORMATION:

Name: _____

(School name or work base)

Address: _____

_____ **Postcode:** _____

Region: _____

Job Title: _____

(please circle type below and tick age range focus box)

Mainstream School • Special School/Unit/Base

Peripatetic Service • Health Profession(al) • Social Work

Educational Psychology • Carer or Parent • Interpreter •

Rehab Officer • Manager or Head of Dept • Lecturer/Tutor

Information Officer • Other: _____

Pupil Age Range

0-4 yrs

5-12 yrs

12-19 yrs

5-19 yrs

Phone: _____ **Fax:** _____

Email: _____

COURSE OPTIONS (Please tick one only) for 2026-27:

Please tick one only or use link to complete form and pay online or provide invoice details:

Standard Fee: @ £390

<https://www.epay.ed.ac.uk/product-catalogue/college-of-humanities-and-social-science/moray-house-school-of-education/cpd/ssc-braille-competency-course-g1-uncontracted-uk-only>

Outwith UK: @ £450 sterling, excluding bank charges

<https://www.epay.ed.ac.uk/product-catalogue/college-of-humanities-and-social-science/moray-house-school-of-education/cpd/ssc-braille-competency-course-g1-uncontracted-outside-uk>

OR: I wish my invoice to be sent to:

PURCHASE ORDER NO: _____

FAO: _____

_____ **POSTCODE:** _____

Phone: _____ **Fax:** _____

Email: _____

Please print name, sign and date application form:

Applicant: _____

Signature: _____ **Date:** _____

Line Manager/Headteacher: _____
(please PRINT)

Signature: _____ **Date:** _____

Email: _____

Please email to: The Administrator, Scottish Sensory Centre:
sscworkshops@ed.ac.uk