



Wednesday 24th March 2021

Dear parent/carer,

I am writing to update you on our plans for the remainder of the academic year for our year 11 students.

As you are aware the school needs to collect evidence of achievement in each subject. This evidence will vary from subject to subject but will include test results, mock results, extended pieces of classwork or homework and assessments.

We will draw evidence from throughout the course however, in many subjects, students will have continued to improve over the last few months and since their return to school therefore, it is important that they are given ways to demonstrate their ability as they reach the end of the courses.

Assessments:

In all subjects we will therefore provide students with at least 2 assessments next term. In subjects without non-exam assessment (NEA) or coursework, students will be provided with additional assessment opportunities. All assessments will take place during lesson time and students will know the topics or skills to be assessed prior to all assessments. Staff have thought carefully about the number of assessments: if we complete fewer assessments students will have fewer opportunities to show what they can do, if too many are introduced they will not be able to prepare properly. We will adopt a flexible approach, allowing subject teachers to decide if, in a particular subject, they think it would be beneficial to run some additional assessments in lesson time. Please see attached a timetable of all assessments taking place in the subjects your son/daughter is studying.

Support with assessments:

We want students to achieve their best in these assessments. Teachers will have finished off topics they are teaching and time will be spent supporting students revising and developing the knowledge and skills required for the assessments or to complete the NEA. Homework will not be set in the normal way, allowing students more time outside school to revise and prepare for their in class assessments.

Next Term:

We plan for all assessments to be completed by Monday 7th June and it is unlikely that students will need to be in lessons and in school after this date. However, if students have been absent from school and missed any assessments, they may need to return the week after half term in order to have the opportunity to sit any missed assessments to ensure all students have as much evidence as possible to demonstrate their ability and achieve the best grade possible.

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Grades:

At the end of this term, the Examination Boards will release the details of the process that the teachers will follow in awarding a grade from the evidence we have collected from students' achievements in each subject.

We will stop collecting evidence by half-term to allow the teachers time to follow this process and submit grades to the Examinations Boards before the 18th June deadline. . The guidance states that we are not permitted to share the grades we have submitted with students. We expect that the Examination Boards will then choose some students at random in each subject and ask the school to provide the evidence that we have used to produce their grades to ensure that our grades are fair. The GCSE grades will be issued on the 12th August and students will be able to receive these in person at school or electronically. Further details to follow with more detailed arrangements for issuing grades and offering advice and support.

Appeals:

If you are unhappy about a particular grade then we expect that you will be able to appeal. School will firstly check there is not an administrative error when the grade was submitted. Beyond this, if you wish, we will pass on the appeal to the Examination Board and provide them with the evidence we used to award the grade. The Examination Board will look at the evidence, check the procedure we have used to award the grade and decide if we have awarded the right grade based on the evidence. If the Examination Board think that we have given too low a grade then they will increase it. Please note that if the Examination Board think that we have given too high a grade then they may reduce it. We will send any further details with regards this process when it is clarified.

We hope that you and your families have a restful and enjoyable Easter break.

Yours sincerely,
C. Evans
Deputy Head Teacher

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