

1st April 2021

Dear Parent/Carer

I would like to thank those that attended the zoom event regarding the approach to Centre Assessed Grades this year, I hope you found it informative. I recognise that some parents may not have been able to attend so I would like to share the national picture and our approach to the process with all Year 11 and Year 13 parents.

A summary of the national picture is below:

- Grades will be based on centre assessment. The school will assess the standard at which the student is performing based only on what has been taught. The school's judgement will be based on a range of evidence relating to the subject content that has been delivered.
- JCQ and exam boards have provided a standardised approach between schools, this includes support materials to assist in the determination and submission of grades. This will include questions, mark schemes, exemplar materials and grade descriptors. Awarding organisations will provide training.
- Awarding organisations will quality assure our internal process. We must submit our centre policy to the exam board by 30th April for approval. If this raises any questions or concerns, the exam board will arrange a virtual visit.
- Additionally, exam boards will conduct random quality assurance exercises to ensure that schools have the appropriate evidence and are awarding accurate grades against that evidence.

To give students an opportunity to demonstrate what their knowledge and ability in each subject, the school will run a 5-week assessment window beginning on Monday 26th April and ending on Friday 28th May. Friday 28th May will be the students' last day in school. During this window, the majority of subjects will have 3-5 mini assessments in class. This will help the school build up the evidence we will need to satisfy exam board criteria. These assessments will help inform grades but will not solely determine them, as we will take a holistic approach. Students entitled to access arrangements will receive these for their assessments.

Students will have received their individual timetables this week for the assessment window. These outline when students have assessments in each subject. Students will receive homework to complete over the Easter Holiday; homework is designed to support students in preparing for these assessments. Over the Easter holiday, the school will also run revision sessions for students in English, Maths and Science. The revision sessions will take place in school and we would like as many students as possible to attend these as they will

be useful preparation for the assessments. The timetable for this can be found below:

Day	Time	Class	Teacher	Room
Wednesday 7th April - English	9am-11am	11a1/b1	BFI	A24
	10am-1pm	11b3/a3	LSM	A22
	1pm-3pm	11a2	KDO	A25
Thursday 8th April - Science	10.30-12pm	11a1/b1	LMR	A22
		11a2	ECU	A24
		11b3/a3	CBE	A25
		11b2	SGR	A26
Friday 9th April - Maths	11am-1pm	11b1	WST	A22
		11b2	RCL	A24
		11b3	HS	A25
		11a1	SRI	A26
		11a2	AFR	A33
		11a3	FMB	Library
Friday 9th April - English	1-2pm	11b2	JLA	A22

I would also like to make you aware of a change in policy from JCQ with regard to exam malpractice. Students or individuals acting on behalf of students including parents/carers, must not seek to influence the awarding of grades and must not put pressure on staff to find out grades. If such instances occur, we will have to report this to the exam board.

I would like to take this opportunity to emphasise the importance of attendance over the coming weeks, especially to assessments. If students miss assessments and the school lacks sufficient evidence to submit a grade, students will be required to come in on the week beginning 7th June.

Over the upcoming weeks, we endeavour to prepare and support students for their mini-assessments in class. As well as the work they do in school, it is important that students are using time at home to revise. We understand for some students working at home can be difficult so our Library will be open until 5pm each evening if students wish to stay after school. The Year 11 Hub will also be open from 7.45am each day, where toast and hot drinks will be available for students.

If you have any questions or concerns, please do not hesitate to contact me.

Yours sincerely



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Headteacher

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