



26th March 2021

Dear Parents and Carers,

Plans for Internal Assessment and Evidence Gathering

We are writing to update you on the current plans for the awarding of grades to our Year 13 students this year. This letter follows an earlier letter dated 17th March.

Whilst we still await final guidance from the awarding bodies we are keen to give our students the maximum amount of time to prepare for the process in the summer term. If any of plans outlined below change in light of the final guidance this will be communicated to you as soon as possible.

This year A-Level grades will be decided by teachers, following the guidance from awarding bodies.

As a Sixth Form we will be tasked with collecting a broad range of evidence to support our decisions. This evidence can come from a number of areas including mock examinations, in class assessments, student class work, homework. For some subjects we will also be using the non-exam assessments (NEA or coursework), whether this is fully or partially completed.

Due to the broad range of subjects we offer the approach will vary by subject since some are usually assessed wholly through terminal examinations, whilst others would be partially assessed through non-exam assessments.

As communicated before, students have already begun their low-stakes assessments in class. These will continue to take place every week during the next half term and follow the timetable of topics that has been communicated to them. These will be completed in class under test conditions and supervised by the subject teacher. Each of these will last no longer than an hour. Those students with access arrangements, for example the use of extra time, will be entitled to these if they wish.

Following completion, feedback on these assessments will be given to students but no overall grade.

As you can see from the timeline on the next page there is also going to be a three week window where more formal assessments can take place in addition to these low-stakes topic based assessments. One way in which this assessment window may be used, for example, is for a subject to choose to set an assessment on a range of topics to enable them to assess a synoptic element of the course. A timetable of these additional assessments will be communicated soon after we return from the Easter holiday.

During the Easter holiday some subjects will be offering revision sessions that are specifically focussed on the topics and style of assessment that they are intending on assessing. A list of these sessions will be made available shortly.

As a reminder of what has been said before: The UCAS predicted grades that were given earlier in the year were aspirational and we cannot use these as the grades we send off to the exam boards for moderation unless we have an evidence base to support them. The work students have produced and will continue to produce will be used to inform the grade awarded.

To ensure that students are successful and use this process to best demonstrate their knowledge and achieve suitable grades it is worth emphasising the following:

- Good attendance is crucial. Revision will be happening in lessons prior to any assessments and to ensure students are well prepared they should be attending all lessons.
- If a student misses an assessment they **will not** have the opportunity to complete it at another time as this would not be equitable.
- We strongly recommend that in periods where students are not in a timetabled lesson that they make full use of the facilities on offer in the Sixth Form building to study and revise.
- Students should be continuing to revise and prepare for assessments at home – please can we ask that you support us with this by encouraging them to do so.
- Students should communicate any concerns (or general queries) to a member of the Sixth Form Leadership Team at the earliest opportunity.

Yours sincerely



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Timeline

Week beginning Monday 29 th March	Easter Holiday Revision Easter holiday revision sessions for some subjects.
Week beginning Monday 5 th April	
Week beginning Monday 12 th April	In School Revision Low stakes assessments in class continue
Week beginning Monday 19 th April	
Week beginning Monday 26 th April	
Week beginning Monday 3 rd May	Assessment Weeks Low stakes assessments continue, supplemented by other assessments as required.
Week beginning Monday 10 th May	
Week beginning Monday 17 th May	
Friday 28 th May	Year 13s Final Day in Sixth Form
Friday 18 th June	Grades submitted to the exam boards
Tuesday 10 th August	A-Level Results Day