



An All-through Co-operative School
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Dear Parent/Carer,

Re: Evidence used to determine grades, appeals and end of course date

As you will be aware in January, the Government announced that it was no longer fair for the Summer 2021 examination series for GCSE and A/AS Level. Instead, the school will determine your child's grades based upon a range of evidence.

Next week, (from **May 4th**) all Year 11 and Year 13 students start their **May Booster Assessment Fortnight**. This will be the latest assessment opportunity for your child to produce their best and demonstrate their knowledge and skills and provide evidence which will help to determine their grade. You will have received a timetable from us, please ensure that your child is preparing for it at home with revision every night.

Evidence used to determine grades will range from past exam board papers, internal tests, substantial classwork or homework, coursework and additional assessment materials provided by the exam board this Summer. In performance based subjects (PE, performing Arts, Drama and Music), records of student's capabilities and performance over the course of study.

The evidence used in each subject to determine the grades will be shared with all students and parents via our website. We shall be contacting you shortly with a link to this information.

Students will only be assessed on what they have been taught to ensure they are able to demonstrate their learned knowledge and understanding.

Sharing the information about the evidence being used as part of a school's grade determination process is important and should help to avoid issues that may otherwise arise when results are issued. Post results, the need for appeals should be **rare** as students should be confident in their grades because of the following:

- A high standard of internal quality assurance both in determining grades based only on student evidence and ensuring that there are no administrative or procedural errors.
- Effective provision of access arrangements for all eligible students and where they may have been disadvantaged during an assessment that contributes to their grade either by taking the circumstances into account in determining grades or by using alternative evidence that was unaffected by the adverse circumstances.
- Transparency should enable students to raise any errors or circumstances relating to particular pieces of evidence to be taken into account in advance of the grade submission
- Accurate recording and effective checking of information on the assessment record for the student to avoid errors in submitting teacher assessed grades



Students **cannot appeal** simply because they are unhappy with their grade. An appeal will result in the school checking that there has been no administrative or procedural error. If there has been an error this will be corrected immediately. If there is no error, then you can ask us to make an appeal to the exam board, but they **will not** remark any work as they would in a usual appeal process.

This year they will only check the choice of evidence used to determine the grade. Therefore, it is very unlikely that the grade will change and we have been given reminders that the grade could very well go down (if the exam board feels the school's evidence is not robust enough). For the outlined reasons we do not expect to receive many appeals this year. The government has yet to decide whether a student that is very unhappy with the school's assessment of their final grade, will be able to sit the exams for the subject in the Autumn series in October 2021. We shall of course inform you as schools are informed.

Given all the information outlined above, It is therefore vital that students take each assessment seriously and prepare thoroughly for those planned for this term, recognizing that it will contribute to determining a grade for them.

I have also attached a timetable for grade boosting assessments which will be taking place in May in every subject your child is studying. A good performance in these assessments will provide further evidence which can be used in determining your child's grade. Please talk through the timetable with your child and display it at home. Your child should be revising every day after school and during the weekend, so that they are able to be at their best.

Yours sincerely



Stuart Taylor
Head of Upper School