



# Chipping Sodbury School

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Dear Parent/Carer

I am writing to provide you with further information about the process at Chipping Sodbury School regarding Teacher Assessed Grades for students in Year 11 this summer. I would also like to reassure you that we are aiming to reduce stress for students as far as possible whilst also meeting the requirements of Ofqual and the examination boards.

In this letter, I will explain:

- a. The types of evidence which may be used to decide an examination grade
- b. Forthcoming assessments
- c. Quality assurance processes
- d. Appeals
- e. Key dates

## Potential evidence

Examination boards have asked schools to provide Teacher Assessed Grades for all students who would normally have taken examinations in summer 2021. The grades to be submitted will reflect a fair, reasonable and carefully considered judgement of each students' performance across a range of evidence. However, no pre-defined list of evidence has been published and each school is required to decide how we can fairly and accurately ensure that students are able to achieve a grade which is aligned to the work they have produced and supports individuals to progress with their education, training or employment in future years.

Government guidance states that types of assessment evidence that *could* be used to determine grades *may* include:

1. Student work produced in response to assessment materials provided by exam boards, including groups of questions, past papers or similar materials such as practice or sample papers.
2. Non-exam assessment (NEA) work (often referred to as coursework). This could be completed work or specific sections of the NEA.
3. Student work produced in tasks set by their teachers that reflect the specification, follow the same format as exam board materials and have been marked in a way that reflects exam board mark schemes. This may include substantial class or homework (including work completed during remote learning), internal tests taken by students and mock exams taken over the course of study.
4. Records of a student's capability and performance over the course of study in performance based subjects such as art, music, drama and PE.
5. Records of each student's progress and performance over the course of study.

Following the return to school earlier in March, we have been following our normal curriculum and timetables enabling students in all year groups to focus on completing and consolidating their learning for each of their courses. It is critical that all students do not throw away any work from key stage 4 including exercise books, completed past papers, files/folders/portfolios; any aspect of work could be used as evidence.

Please see the infographic provided by exam boards copied at the foot of this letter that provides a summary of how GCSEs, AS and A levels will be awarded in summer 2021.

### **Forthcoming assessments**

All grades to be awarded to students will be based on the curriculum content that students have been taught; nobody will be disadvantaged due to lockdown and time spent away from the classroom. We see this as a jigsaw of different pieces of evidence which **may** include any of the above sources (points 1-5).

To support this process, students in Year 11 will participate in a number of forthcoming internal 'summer assessments' from **26<sup>th</sup> April - 7<sup>th</sup> May**, to be conducted during class time and in classrooms/labs. Whilst we anticipate these assessments will be just one part of the jigsaw and students need to prepare well for them, we hope to reduce stress levels by conducting them during regular lesson time. A programme for these assessments will be available on the website and will be communicated via In Touch before the end of this term.

For those students who are entitled to adjustments eg additional time, this support will be put in place. Should you have any questions or queries relating to access arrangements for your son/daughter, please make direct contact with Mr Hunt, SENCo.

**Schools are not permitted to share any details of the grades or percentages that are achieved with students and parents/carers.** All evidence on which a student's grade is based, including copies of work, records of assessments and the marks awarded will be retained safely by the school. This evidence will provide the basis of quality assurance processes which will run throughout our school but also across the Trust we will be joining on 1<sup>st</sup> April. Evidence will be shared with exam boards as required.

We would be grateful for your support at this time and respectfully request that students and parents/carers do not request any specific details of the grades or percentages that have been achieved or lobby staff to guarantee a specific grade is awarded. Our school will retain and treat with confidence all information relating to any individual or personal circumstances that have affected a student's performance. Guidance for parents/carers and students produced by JCQ (Joint Council for Qualifications) can be found [here](#).

### **Quality Assurance**

We will ensure that our assessment process is fair and all guidance published by exam boards will be followed. Exam boards will also quality assure the processes in schools by requesting samples of students' grades and the evidence of their assessments, alongside other more targeted checks. Standardisation and moderation procedures are in place and these will guarantee that all approaches for awarding grades are consistent and accurate. Many of the quality assurance processes will be conducted by anonymising items of work to ensure there is no unconscious bias. Samples of evidence and work from Chipping Sodbury students will be quality assured across Athelstan Trust on Friday 28<sup>th</sup> May. All grades will then be reviewed by Senior Leaders in June prior to submission by 18<sup>th</sup> June. Before the grades are up-loaded to the exam boards, Headteachers are required to confirm that students have been taught sufficient content to allow progression to the next stage of their education in each of their chosen subjects and that the requirements for internal quality assurance have been met. Overall, please be reassured that this is multi-layered process with many checks in place to ensure accuracy.

### **Appeals**

As in any other year, students will have the right to appeal their grade. Any student who may disagree with the grade awarded will be required to submit an appeal to the school so that we can check whether an administrative error has been made. Appeals will only be possible after grades have been published on results day (please see date below) and should be submitted directly to us in the first instance. Exam boards have stated that they will only revise a student's grade where the evidence

cannot reasonably support that grade, rather than as a result of any marginal differences of opinion. Students should also be aware that grades can go up or down as the result of an appeal.

## Key dates

Results day for Year 11 students: **Thursday 12th August**

We currently anticipate the final day for teaching any content that may form part of Year 11 assessed work will be **Thursday 27th May 2021**.

Government legislation specifies: pupils cease to be of compulsory school age on the last Friday of June in the year in which they turn 16. That means that those pupils (most of whom will be in year 11) are not required to attend school after this date. The DfE do not intend to alter this ruling during the current circumstances. There will be a varied programme in place to support students during term 6, some of which will not be on site.

Please be reassured that the grades students receive this summer will look exactly the same as in previous years. They will have equal status with colleges, employers and in due course, universities, to help students as they progress in their education or towards future destinations.

As is the case in every year, it is essential that all students maintain a strong work ethic and continue to apply themselves with rigour between now and the end of May. We will be using work produced between now and 27<sup>th</sup> May to help build the 'jigsaw' of evidence and for some individuals, they will produce their best work over the coming weeks.

I hope the above information is helpful and provides some clarity for this complex issue. As the end of term 4 approaches rapidly, I want to take this opportunity to wish you and your families an enjoyable Easter break.

Yours sincerely,



Katherine Turner  
Headteacher

## How GCSEs, AS and A levels will be awarded in summer 2021



Ofqual/21/6751/2

Working out your grade	Evidence	Results and appeals
 Graded by teacher judgement  Not graded by an algorithm  School and college assessments can continue  You'll only be assessed on what you've been taught  Your teacher will tell you what evidence is used to grade you  Private candidates to work with a school, college or exam centre to provide evidence for them to be graded	 Mocks, tests and work already done can be used as evidence  Non-exam assessment should continue  Non-exam assessments can be used as evidence even if incomplete  Art & design grade based only on your portfolio  Teachers can use question banks provided by exam boards if they want to  Results will be based on completed and future work, so keep doing your best	 <b>Results days</b> AS and A level 10 August GCSE 12 August  If you're unhappy with your grade, you can appeal it. First step is to submit an appeal to your school or college.
		<p>You can find out more details from your school, college or exam board, or by visiting the Ofqual website</p>  <a href="http://www.gov.uk/ofqual">www.gov.uk/ofqual</a>