11 March 2021

Dear Parents/Carer,

**The Awarding of Grades**

Following the announcement from the Government that students will not be completing external assessments during the summer term, we have now received further guidance on the awarding of grades for this academic year.

The outcome of the consultation highlighted the following:

* Students should be assessed on what they have been taught and school assessments can continue
* Students should be informed of the evidence being used to determine final grades and can include completed and future work
* A wide range of evidence can be used to inform a judgement of student’s performance. This includes exam board material, coursework, mock assessments, internal assessments and in performance based subjects, can include records of student’s capability
* Internal and external quality assurance must take place
* Students will be able to appeal their grade if they think there has been an error in administration.

The Academy’s process to the awarding of grades for this summer, must be fair and robust. We must ensure the students’ grades reflect their achievements and that they are aware of the evidence that is being used to inform the grade they are awarded. It is important that we maximise the opportunities for students to be able to evidence what they are capable of achieving and to enable this to happen we have set out below our schedule of assessments. These assessments will provide additional opportunities for students to demonstrate the grade they are working at, as well as allowing students the opportunity to improve their grades.

On their return to the Academy, students will focus on securing gaps in knowledge and skills across their subjects, as well as completion and improvement of coursework, where applicable. After Easter, in the first two weeks, students will focus on revision and **in-class assessment** which is intended to provide evidence towards the awarding process. Students will be informed in advance what topics will be covered in these assessments to support them in their preparation. In May students will sit **formal assessments** for their subjects. These will be completed in formal exam conditions. This assessment will be used to inform the awarding process, alongside the other supporting evidence we have for students. These assessments will only assess material that students have covered during their course. Both the **formal assessment** and the **in-class assessments** are just as important in gathering evidence for awarding grades, therefore it is important that students continue to have 100% attendance to lessons and engage in revision and teacher feedback.

To ensure clarity with students and parents/carers we will provide further information with regards to assessment evidence and assessment schedules in due course. Please respect that staff will be adhering to strict guidance around the awarding of grades and exam boards have made it clear that any attempt, by parents/carers or students, to influence the grades by placing staff under pressure, must be reported to the exam board, as it is considered to be malpractice. Please trust in the school’s ability to run a fair and robust process.

Thank you for your support.

Mrs T Deane

Assistant Principal