



GARSTANG COMMUNITY ACADEMY

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5th May 2021

Dear Student

Having gone through a long process of decision making, discussion and moderation/ quality assurance, Subject Leaders and their teams have now completed Centre Assessed Grade Portfolios of Evidence. There is a separate Evidence Portfolio for each GCSE and vocational (e.g. BTEC) subject. You will find the Portfolios of Evidence on the website in the Examinations area (under the 'Learning' tab). These Portfolios of Evidence indicate which assessments are being used in each subject to arrive at the final Centre Assessed Grades. Assessments currently being completed will not appear on the Portfolio until they have been marked, moderated and the requirement for them ascertained.

We advise you to look through the Evidence Portfolio for each subject which is relevant. The evidence listed in the Evidence Portfolio will be used to derive the final Centre Assessed Grade. This is the opportunity to raise any valid concerns about a specific piece of evidence being used in the Evidence Portfolio. The two possible causes for concern are:

- COVID Related Disruption – this must be specific to the student, not general disruption to Year 11 learning. E.g. if a student had been ill due to Covid or required to self-isolate in the period prior to the assessment/piece of evidence being completed.
- Special Consideration (mitigating circumstances) for a specific piece of evidence on the Evidence Portfolio. E.g. sustained non-Covid related illness or other personal circumstances such as a family bereavement etc. in the period prior to the assessment/piece of evidence being completed.

If you believe that there are valid concerns, you should contact Mrs Rawcliffe (using slt@garstangcommunityacademy.com) before Monday 17th May with specific evidence (e.g. doctor's notes) and dates supporting the rationales above.

Please be aware that we have also published in the Examinations area of the website our Centre Policy for Centre Assessed Grading and arrangements for collection of results on 12th August for your information. Details of the Appeals Process are still unavailable and will be published on the school website when released later this month.

If you have any questions or concerns about this process, please contact us through slt@garstangcommunityacademy.com and we will do our best to inform and reassure you.

Yours sincerely

Mr A Ashcroft
Headteacher