



OUR GUIDING PRINCIPLES will underpin our work over the coming months.

Assessment	Fairness	Consistency	Credibility	Manageable
Time will be used to access students' knowledge, skill and understanding.	Students will have adequate opportunities to further demonstrate and evidence the standard at which they are currently working and their grades will fairly reflect this.	We will adopt a school-wide approach, ensuring consistency across all subjects whilst accepting that each subject is different and flexibility will be required.	We have a responsibility to ensure our grades are credible. Standardised assessments will be marked and moderated internally and externally verified through school-to-school moderation and external examiners.	Our assessment and grading process will be manageable and not unduly burdensome for students and their teachers.

OUR TIMELINE will ensure expectations and workload are clear for all involved.

Summer Term 1 (See 7 week plan below)	Summer Term 2 (to 18th June)
Teaching & Assessment Phase	Grading Phase
<ul style="list-style-type: none"> Continue to prepare for mock exams and provide evidence for vocational courses Review/revise previously taught content Complete NEA tasks (non-examined assessments) Complete Mock 2 in most subjects Ongoing in-class assessments and resit mocks if requested 	<ul style="list-style-type: none"> Determination of grades by department (Subject Leader and teachers) Validation of grades by the SLT Grades signed off. Grades must be submitted by Friday 18th June.

Summer Term 1 7 week plan						
Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7
Teaching / preparation / feedback / evidence collection	Teaching / preparation / feedback / evidence collection	Assessments / Mock 2	Teaching / preparation / feedback / evidence collection	Teaching / preparation / feedback / evidence collection	Assessments / resit mocks	Assessments / resit mocks


OUR ASSESSMENTS

- Students will be assessed on course content they have been taught.
- Subject areas will decide on which content they wish to assess students and will design their assessment programme accordingly.
- Students will be assessed on a range of content taught and skills developed.
- Students will be well-prepared and supported by their teachers for their assessments, and assessments will be designed to allow students to showcase their knowledge and skills, despite having time out of school.
- We will share with students the broad topics / course areas on which they will be assessed.
- Access arrangements will apply.

OUR GRADING will take into account a broad portfolio of evidence to ensure judgements are fair and equitable.

- Standardised assessments will be marked and moderated by departments and externally verified.
- Performance in NEA may count towards students' grades.
- Students can build up a portfolio of evidence in each subject.
- Other evidence (in-class assessments, homework etc.) may be used to support the giving of a fair grade.



 **OUR QA PROCESS** has been shared and agreed by SLT, subject areas and governors.

 **OUR ASSESSMENT & GRADING PHASES** will clarify the QA process for all involved

Spring Term 2	Summer Term 1—weeks 1-5	Summer Term 1—weeks 6 & 7	Summer Term 2—weeks 1 & 2
<ul style="list-style-type: none"> • Subject areas will decide on the range of evidence that may be used to support grading. • Subject areas will decide on the content they wish to assess and plan/design their assessment programme and timelines accordingly. • Quality assurance processes established—internal standardisation, internal moderation and external verification. • Preparation for Assessments (Mock 1)/ evidence collection for vocational subjects and quality assurance processes implemented. 	<ul style="list-style-type: none"> • Preparation for mocks and assessments and/or continue to collect evidence for vocational courses • <u>Assessment</u> (Mock 2) • Internal <u>standardisation</u> • <u>Marking</u> of mocks/assessment/ vocational evidence • Department <u>moderation</u> • Initial <u>grading/awarding</u> • <u>External verification</u> • Feedback • Plan a <u>resit</u> offer to students if appropriate 	<ul style="list-style-type: none"> • Opportunities for <u>further assessments/ resit mocks</u> where assessments have been missed or students/parents request on opportunity to improve. • Assessments <u>marked</u>, <u>moderated</u> and <u>graded</u> internally. • Provisionally plan for students to leave at May half-term—after week 7 (waiting for guidance). 	<ul style="list-style-type: none"> • Awarding of grades by Subject Leaders and teachers. • Validation of grades by SLT. • Grades signed off by Subject Leaders. • Grades signed off by Headteacher.