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Friday, 07 May 2021

Dear Parents and Carers,

I trust you are well and looking forward to the easing of restrictions over the next few weeks. As we near the end of your child's time with us we would like to share with you some final details relating to the teacher assessed grades process along with more general information relating to year 11 leaving dates and the issuing of results.

Teacher assessed grades

As you are aware schools have been requested to submit teacher assessed grades to the examination boards in the same way as last year and as such we are working very hard to ensure that your child secures the grades he/she deserves.

Teaching staff are currently taking students through a series of assessments based on what they have been taught so as to generate additional evidence to that already gained in class and online. Once sufficient evidence has been secured staff will work hard to carefully assemble and assess this evidence to arrive at a grade.

Standards and Verification

Please note that our process is subject to verification by the examination boards and as such we are required to follow a series of evidence-based procedures as detailed below;

- i. A subject specialist will consider all the available evidence to arrive at the grade to be awarded to each student.
- ii. A sample of students' work will then be moderated by a second member of staff who will act to validate the grades awarded.
- iii. A sample of work will then be reviewed by a subject specialist from outside the school to ensure accuracy and consistency.



iv. The provisional grades will then be reviewed against typical patterns of grades from past years. Any significant differences will be explored by the senior leadership team and reasons will be offered and recorded.

v. Our processes and results will then be submitted to the exam boards who will in return ask to see a sample of assessment materials that have informed the grades that have been awarded thus quality assuring our practice and the grades awarded.

vi. The Examination Boards will ultimately approve our submission of grades and validate the results to be given on Results Day.

Submission of Grades and Results Day

Grades will be submitted no later than Friday 18th June and exam results will be available on Thursday 12th August 2021. I will write to you again with more information about results day.

Appeals

Any pupils that are unhappy with their grade can submit an appeal to the school, so that they can check whether an administrative error had been made. If a centre does find an error in the grade submitted, it can submit a revised grade for the board to consider. If a centre does not believe an error had been made, the centre will appeal to the exam board on pupil's behalf, and will be supported to do so.

Year 11 leaving date

Following consultation with other schools we have decided that Year 11 students will finish their on-site studies with us on Friday 28th May. However, in the event that more evidence is required before a grade can be awarded students may be requested to attend for a few more days after the half term week. If this is the case then parents/carers will be contacted accordingly.

Although the majority of students will not be requested to attend school after 28th May they will be expected to complete a variety of online activities including college related transition work and careers activities until Friday 25th June which will be their last day on roll with us. More information relating to this will be shared nearer the time.

I trust this letter sufficiently covers any pressing questions you may currently have, however if you do have any unanswered questions or concerns, please do not hesitate to contact us.

Kind regards,



Sandra McKenna
Headteacher