



23rd March 2021

Dear Students, Parents and Carers,

After a difficult and disrupted year, it has been wonderful to have our students back with us. We are delighted to return to the classroom and to be able to learn, in person, together. No doubt you will still have many questions about the process of awarding grades, and how you might be assessed in the coming weeks. This letter will set out the process we are using. Please be assured that we are doing everything we possibly can to ensure that the process is fair for everyone, and that we are here to support you throughout this.

We have previously written to you to advise you of the outcome of the Ofqual consultation and how students will be awarded grades this summer, and that Heads of Department are tracking work being set by teachers to ensure that there is a fair and comparable evidence base for deciding grades for students in each subject.

Students were advised from the start of January that work they completed could be used to inform grades. Each subject is gathering a range of evidence, based on guidance from their exam board, to form an evidence portfolio for each student. Heads of Department and class teachers are communicating to students which pieces of work they are completing that will form part of their evidence portfolio.

Each piece of completed work in a student's evidence portfolio is being given a robustness score, and the Head of Department will be using this score to consider how much weight to place on different pieces of work that they are using to decide student grades.

As outlined in our last letter we informed you that we were in the process of drafting an evidence robustness framework. This has now been completed and I would like to share this with you below.



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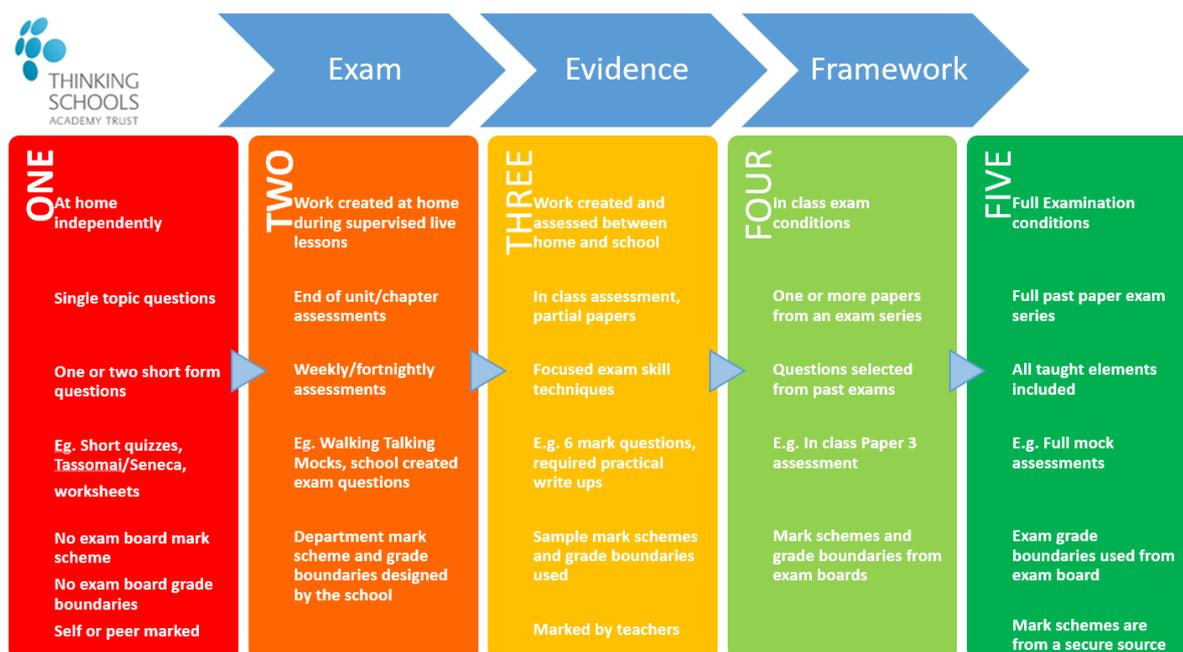
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As Exam Boards publish their optional assessment materials after Easter, we will be informing students how we intend to use these to support teachers in making judgements about grades to be awarded.

Schools are required to submit grades to exam boards by 18th June and therefore there will be a deadline prior to this date for any evidence being gathered. This will likely be the end of term 5, but we will inform students of this nearer the time.

A query we have had from a number of parents and students is the date that students will finish school in term 6. At present we are waiting on guidance from the government on this and will communicate this in due course.

JCQ have provided a guidance for students & parents on summer 2021 which can be found here.

<https://www.jcq.org.uk/wp-content/uploads/2021/03/JCQ-Guidance-for-Students-and-Parents-on-Summer-2021.pdf>



Below is the JCQ timeline for centres assessing pupils and submitting grades to exam boards

What is happening, and when?

March	April	May	June	July	August
<p>End of March - JCQ Centre Guidance published and sent to exam centres</p> <p>Student and parent guidance published</p>	<p>12 April to 30 April - Centre Policy submission window</p>		<p>18 June - Deadline for grades to be submitted to Awarding Organisations</p>		<p>10 August - AS and A Level and relevant Level 3 VTQ results day</p> <p>12 August - GCSE and relevant Level 2 VTQs results day</p>
<p>22 March to 22 April - Entry amendments window open for exam centres</p>			<p>18 June to 16 July - Awarding organisations complete quality assurance and finalise grades with exam centres</p>		
	<p>26 April - Private Candidates entry deadline</p>	<p>26 May to 18 June - Teacher assessed grades submission window via awarding organisations' respective portals</p>			
		<p>May and June - Virtual centre visits conducted where Centre Policy indicates further support and guidance may be required.</p>			

In order to support parents and students in this most crucial term we will be holding a **Year 11 Virtual Parents evening** on Thursday 22nd April between 4pm and 6pm.

These meetings will be booked online, and then held by video meeting rather than in-person at the school.



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This will be an opportunity for parents to meet with class teachers and discuss what the students needs to do in term 5 to add to their evidence base. Please note that we will be unable to discuss with you your child predicted grades for their GCSEs as these are not yet finalised and could be subject to exam board moderation.

You will be able to book appointment from Thursday 15th April. To make your appointments please login at: <http://www.parents-booking.co.uk/victory>

To login you will need to enter:

- Your first name and surname
- Your child's first name, surname and date of birth

The login details you enter must match those we have on record for you. If you are unable to login, the most likely reason is that the details you are entering do not match what we have on our system.

Appointments will be available to book until 4pm on the day of the parents evening. Please book early to ensure you are able to meet with all teachers you need to.

After you have made your appointments you can choose to print or e-mail a confirmation.

On the day of your appointments, you need to re-login at the website address above. 10mins before your appointments are due to begin you will be able to join the video meeting room, where you can wait for your appointment(s).

Internet Browser Compatibility:

You must use one of the below device and internet browser combinations for the video meeting technology to work:

- **Apple iPhone/iPad (iOS 11+):** Safari
- **Android phone/tablet:** Chrome or Firefox
- **Linux computer:** Chrome or Firefox
- **Microsoft Surface:** Chrome or Firefox
- **Mac computer:** Safari, Chrome or Firefox
- **Windows computer:** Chrome, Firefox or Edge (Chromium)



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Troubleshooting Tips

- If you cannot login please contact the school office.
- The email address field entered is only used to send your appointment confirmation. If you have problems logging in, it will not be because of the e-mail address you entered.

If you are unable to book at home, please contact the school office for help on office@thevictoryacademy.org.uk

If you have any questions regarding how we are working to ensure students receive fair and accurate grades this summer please contact the school.

Yours sincerely

Mandy Gage



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