



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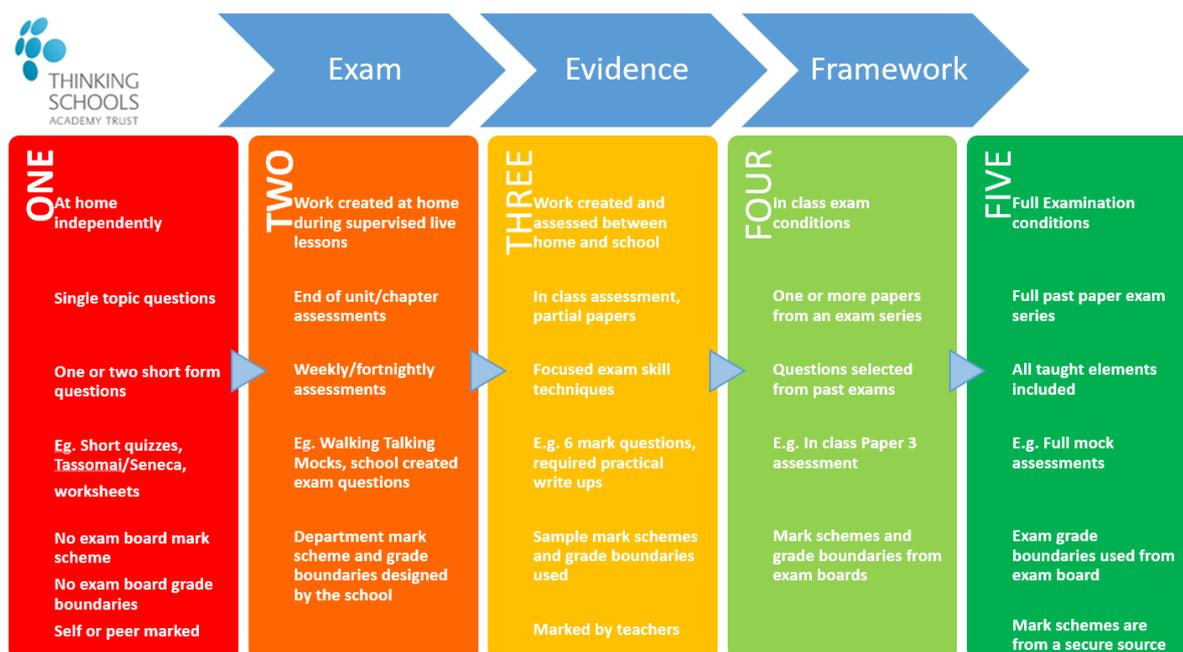
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As Exam Boards publish their optional assessment materials after Easter, we will be informing students how we intend to use these to support teachers in making judgements about grades to be awarded.

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.

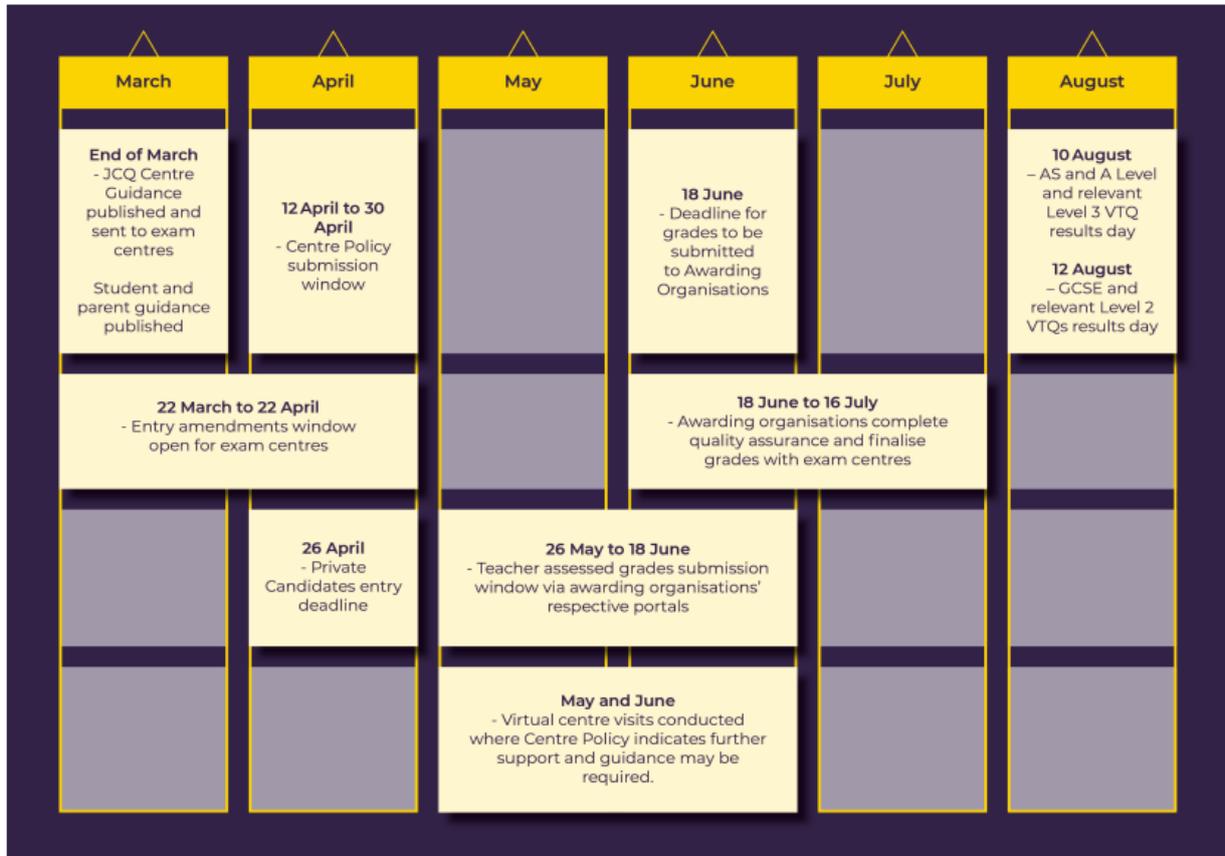
JCQ have provided a guidance for students & parents on summer 2021 which can be found here.

<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?



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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