

210318 Communication to parents and students Y11 & 13

Dear Parents and Students,

It has been great to see everyone back on site and getting back into the swing of school routines. The trial exams have gone smoothly and we have been very impressed with the way all students have tackled the challenges so far.

I wanted to take this opportunity to update you on the next phase of our processes here at school in terms of Centre Assessed Grades so that everyone is clear of what the next steps are.

Centre Assessed Grades

We are required to give all our Year 11 and 13 students a “Centre Assessed Grade” for each subject. We will allocate grades based on the following definition:

“The most plausible grade a student would get at the end of their course having sat all exams and completed all coursework, with access arrangements in place where applicable”

We at HHS will call this **the most plausible grade**. It is **NOT** a current working grade, i.e. what they are working at today in a school assessment such as a trial exam, essay or class test. It is **NOT** a target grade from Fischer Family Trust (FFT) or ALPS. **Nor** is it a UCAS grade.

Teaching staff in each faculty areas have been asked to do the following

- Consider student performance over the whole course of study, i.e. since the start of Year 10 or 12.
- Balance different sources of available evidence to provide a holistic grade.

As I have mentioned in previous communication; the trial exams are only one piece of the puzzle and faculty areas will be using evidence from the following list to make their judgments on each student.

- Internal faculty information
- Class test information
- Trial exam information
- Exam board released materials
- Performance in practical work (where applicable)
- Performance in Non Examined Assessment (NEA, where applicable)
- Performance in AS exams (where applicable)
- Previous departmental results.

I am reliably informed that the exam board materials will be released to schools at Easter; these will be in the form of a number of documents to support staff with grade descriptors, moderation, standardisation and judgements. They will also include a series of materials for faculty areas to set “mini tests”. I must be clear;

- each faculty area will use at least one of these “mini tests”,

- they will be completed in lessons throughout the half term,
- Faculty areas will decide on the “mini tests” chosen, the precise content will not be made known to students before hand,
- grades and outcomes from these tests will not be discussed with students and parents,
- outcomes from the “mini tests” will be used to support the judgements made by teachers.

Please be aware that these “mini tests” will be published, online, after Easter by each exam board and students can find them, once released, at the following addresses depending on the subjects:

[AQA](#)

[Edexcel](#)

[OCR](#)

[Eduqas \(WJEC\)](#)

From April the 12th faculty areas will have carefully planned out a sequence of lessons for the forthcoming 7 weeks to best utilise learning time for each student and to also gather the evidence needed to support the judgements we are making. There will be no new content taught from April the 12th onwards; but students will have an opportunity to address the gaps identified from the trial exams and work towards closing those gaps with teacher support.

Appeals

Once again this year the appeals process is limited and we continue to wait for further guidance from the exam boards. There will be a 2 phase approach, as follows;

Stage 1

A student who wishes to appeal their grade must first ask the school to check whether an administrative or procedural error has been made.

This must be done by completing the Appeals Form 2021 on results day and submitting it to Miss Bevan. Appeal forms will be processed by the exams team in the first instance to check for administrative or procedural errors. The outcome will then be communicated with both parents and students.

Stage 2

A student who wishes to continue with their appeal must ask the school to appeal to the exam board on their behalf. The school will then provide the exam board with the evidence used to determine the grade, together with a justification of the grade, the students' concerns and the school's procedures and quality assurance processes. It is very important to remember that a student's grade could go up or down on appeal. Exam boards have stated that the time taken for appeals to be heard will depend on the volume of appeals received.

Autumn Series Examinations

Further consultation is due to take place to decide whether an Autumn Series will be held. Once a decision has been made, I will communicate this with you.

It is important to highlight that as a school we have a rigorous process and a robust quality assurance process in place to ensure that all grades assigned to our students are made with evidence at the heart of what we are doing. If students or parents have any questions or concerns regarding the process or the outcome of any grades; they must contact Miss Bevan in the first instance via the following email address

exams2021@hemelschool.com

Students and parents should not contact staff directly regarding exam, grading or appeals.

End of Term information

The last formal teaching day for Year 11 students will be Friday May 28th 2021. A celebration assembly will be held on Friday July 2nd 2021. Further details will be communicated with you nearer the time.

There will be a 6th form transition period and all students who have applied to the 6th form are required to attend school for the week beginning June 21st and week beginning June 28th. Further details will be communicated with you nearer the time.

The last formal teaching day for Year 13 students will be Tuesday June 8th 2021. A leavers celebration event will be held on Wednesday June 9th 2021 at 9am in the 6th form Quad. Further details will be communicated with you nearer the time.

The deadline for all schools to submit their grades to the exam boards is Friday June 18th 2021 and all students in Year 11 and Year 13 MUST be available to attend school up until this date, should they be required by teaching staff.

Results days will be held on the following dates and further information will be communicated to you in due course.

A Level Results Day Tuesday August 10th 2021

GCSE Results Day Thursday August 12th 2021

As always; if you have any questions please do not hesitate to contact me at school via parentmail or exams2021@hemelschool.com

Kind regards

Miss Eleanor Bevan
Assistant Headteacher