

Dear Year 11 students/parents/carers

### Summer Term Arrangements

As we continue with the summer term, we are all very impressed with the attitude all students are showing with the ongoing assessments and completing coursework that will help your teachers grade you appropriately.

We are now able to share the evidence teachers will use to arrive at the grades they will submit to the exam boards. The process we will use will be multi-layered with several checks built in to make sure the grades submitted are fair, consistent and based on the evidence we have. It is a requirement from the Department for Education that this information is shared with students. This will be done during the academic review days: the details of which are in the table below. It is therefore imperative that they attend.

With the unprecedented events this year, we have made some alternative arrangements for students expecting results in the summer for the second half of this term:

Date	Activity	Details
<b>Monday 24<sup>th</sup> May</b>	Introduction to Virtual work experience & 6 <sup>th</sup> Form transition lessons. Year Assembly	Student receive details of the structure of virtual learning and work experience and provisions till the 25 <sup>th</sup> June.
<b>25<sup>th</sup> May – 28<sup>th</sup> May</b>	Virtual Work experience - Forage	Forage offers free, virtual work experience programs giving students the opportunity to learn career skills from Fortune 500 companies.
<b>HALF TERM</b>		
<b>7<sup>th</sup> – 11<sup>th</sup> June</b>	Virtual 6 <sup>th</sup> Form Transition lesson	Students will be placed into 6 <sup>th</sup> Form transition rooms on Google Classroom. They will be set work to prepare for their 6 <sup>th</sup> form studies and will access and complete this work remotely.
<b>14<sup>th</sup> June –18<sup>th</sup> June</b>	Academic Review Week	Students are to view and review portfolios in all subjects that they are studying at GCSE level (this is a DfE/Ofqual requirement). Every year 11 student will have appointments with their teacher.
<b>21<sup>st</sup> – 25<sup>th</sup> June</b>	Live 6 <sup>th</sup> Form Taster lessons and Post 16 Preparation	Students invited into school for live 6 <sup>th</sup> Form taster lessons.  Remote provision focussing on life skills, visits from 6th form colleges, CV writing workshops etc. All will be held remotely via goggle meet
<b>Wednesday 30<sup>th</sup> June</b>	Prom Celebrating their journey at HHA	



**There will also be opportunity for students to undertake a paid volunteering position to work with students in the CHAT primaries to support them with their reading. Students who are interested should inform Mr Martin.**

### **Centre Assessment Policy**

Please find attached our Centre Assessment Policy which outlines how grades will be awarded. Please take time to read this carefully. This policy will be ratified by the Joint Council for Qualifications, and will form the basis of any enquiry or future appeal concerning grades awarded.

### **Mitigating Circumstances**

After all Final Assessments are complete, students will be informed of the specific evidence that will be used in each subject to calculate an overall grade. At this point, they will have the opportunity to inform us of any 'mitigating circumstances' that have affected them during the time of those assessments.

A mitigating circumstance is something that has directly impacted **an individual during one of the assessments being used as evidence for an overall grade**. Lockdown will not qualify as a mitigating circumstance, as all students were affected and national exams were replaced by school-set assessments as schools knew which parts of the curriculum were/weren't covered.

Mitigating circumstances will need to be supported by evidence. Where there are genuine circumstances that have affected a student, then teachers will make every effort to use alternative evidence (e.g. they may be asked to sit a different assessment).

A form will be available to inform us of any mitigating circumstances from **Monday 24th May**. The deadline for informing us of any mitigating circumstance is **Friday 28<sup>th</sup> May**.

**Please be aware that a failure to inform us of any mitigating circumstance will invalidate a future appeal on that basis.**

### **Quality Assurance**

In order to ensure fairness in marking assessments and awarding grades, all students' work will continue to be 'blind marked' (teachers will not know the name of the student whose work they are marking). In addition, moderation will take place within departments and with other schools to ensure marking is accurate. Exam Boards will request samples of marked work in order to further ensure fairness and accuracy.

### **Results & Appeals**

COVID rules permitting, students will collect their grades on **Thursday 12th August**. More information will follow on this. Students will have the right to appeal their grade if:

- They believe the Academy has made an administrative error (e.g. they have been awarded another student's mark)



- They believe we have not followed the policies and procedures set out in our Centre Assessment Policy
- Please be aware that simply disagreeing with a mark or grade awarded will not constitute grounds for appeal.** A more detailed explanation of the Appeals Process will be published in due course.

We will continue to keep parents and students informed of any further updates as appropriate. Finally, I would like to reassure you once again that all of our teachers are undertaking this process with the utmost integrity and professionalism. We recognise that this is a potentially anxious time for students but it is important to remember that students have complete agency over this process. Their grades will be based on their attainment in their assessments. If you have any queries, please do not hesitate to contact me.

Kind Regards,



**Arthur Barzey**

**Headteacher**

