

Dear Parents/Carers and Students,

As you are aware, the government have asked teachers to give assessed grades for each course that students complete this summer. Government and exam board guidance will continue to come through over the coming weeks, but I wanted to update you on our plan for providing assessment opportunities for our students after Easter.

Ofqual Guidance

We will be following all the guidance set out by Ofqual for determining final grades:

- Assess students' performance, only on what content has been delivered to them by their teachers, to determine the grade each student should receive.
- Use evidence of a student's performance from throughout the course to inform the judgement.
- Determine the grades as late in the academic year as is practicable, and not confined to a defined window, to enable teaching to continue for as long as possible.
- Use a broad range of evidence across the taught content to determine the grades before submitting the grades to the exam boards

Internal Assessments

Students had an assessment series in November but there is a need for us to create more opportunities for assessment to support and inform the grade setting process this year. We are conscious of the need to balance this with a system that is manageable and appropriate for students given the impact the pandemic has had on their education over the past 18 months. Some of our considerations include:

- a clear end point for course teaching after which time in school will be spent assessing and preparing for assessment
- avoid replicating a normal exam season/timetable
- be sensitive to the understandable anxiety and worry that some of our students will be feeling as they return to school and prepare for these assessments
- The portfolio of evidence collected for each student won't be a 'one size fits all' approach. The evidence used for each student may be different, dependent on the assessments they have performed best in.

In addressing these issues, we have decided the following:

Week Beginning	Information
22 March	Normal timetable followed End of course teaching for majority of A Level/GCSE courses
29 March	Easter (2 weeks) <i>Opportunity to revise for forthcoming assessment weeks</i>
12 April	Normal timetable followed for the majority of subjects. Recap and consolidation to prepare students for assessment week 1
19 April	ASSESSMENT WEEK 1
26 April	Normal timetable followed for the majority of subjects. Recap and consolidation to prepare students for assessment week 2
3 May	ASSESSMENT WEEK 2 (Monday 3 May is a bank holiday)
10 May	Normal timetable followed for the majority of subjects. Recap and consolidation to prepare students for assessment week 3/4
17 May	ASSESSMENT WEEK 3
24 May	ASSESSMENT WEEK 4 – if further evidence required

Teaching for the vast majority of courses will end on Friday 26 March, prior to the Easter break, however, art and some vocational courses will continue with teaching due to the way the course is assessed, i.e. coursework or portfolio rather than exams.

The Easter break will provide time for revision in preparation for Assessment Week 1. After this we will follow a cycle of recall, revise and consolidate ahead of each Assessment Week. All students will be provided with a timetable of assessments during extended tutorial. This will allow them time to plan and prepare their revision schedule over Easter. Students who are entitled to access arrangements will have support throughout this process. Should you have any queries, please contact our David Walton (SENDCO)
david.walton@monkseaton.org.uk

You can find assessment timetables on our school website by clicking on the links below. Students will be provided with a hard copy during extended registration.

- [Y11 Assessment timetable](#)
- [Y13 Assessment timetable](#)

Everything you need to know about the GCSE/L2 and A Level/L3 assessment evidence that may be used in the Final Grading Assessments can be found at the links below:

- [Y11 Summary of Assessment Evidence](#)
- [Y13 Summary of Assessment Evidence](#)

I hope the information you have received thus far reassures you that our planning has been both diligent and comprehensive. I realise that this is a worrying time for both you as a parent and your child.

We will continue to update you as we receive further information. The best advice we can give your child is the same as we give every year. This is to work hard and try your very best.

Kind Regards

Gary Thompson

A handwritten signature in black ink, appearing to read 'G. Thompson'.

Deputy Headteacher
Monkseaton High School

Frequently Asked Questions

Who will decide the final grade for students?

Teachers will submit a Teacher Assessed Grade, but we will moderate the grades of all the students to make sure they are accurate and fair. Exam boards will then sample the evidence used by schools as a further quality assurance before the grades are issued. Ultimately it is the Exam Board's responsibility to make a final decision.

How will teachers decide on the Teacher Assessed Grade?

Teachers will use a broad range of evidence from different sources, including exams, tests and assessments over the whole of the course. To give students the best chance of providing this evidence we have built in four assessment points between now and June. The first has already been completed. There may also be opportunities to use assessments from earlier in the year should they prove favourable for the final grade allocation.

What if a student has missed an important assessment point?

We will provide catch up sessions for students but this will almost certainly be outside of normal school hours. The school day for Y11 finishes at 3:15, we can provide a quiet room for students to complete the assessment on a Thursday. However, this will only allow for one assessment to be completed. We can also arrange for assessments to be completed at 8 am Tuesday – Friday where no access arrangements are required. This must be agreed with the subject teacher.

When will students have an indication of their grade?

Progress Evening is 14th April for Y11 and 20th April for Sixth Form. This is an opportunity for parents and carers to find out how students are progressing within each subject. There will be no 'forecast grades' discussed this year, teachers will share raw marks from assessments with you but this should not be taken as a final grade. Assessments will be moderated in departments to ensure a robust quality assurance process is applied, before final grades awarded in June.

What happens if students does not complete the whole of the course?

Teachers must assess a student's performance, only on the content which has been delivered to them by their teachers. If only 75% of the course has been covered, students will be judged on that 75%, not the 25% that they have not covered. This could include content that has been delivered face to face in the classroom or through remote learning. Please be reassured that students who have worked hard at home during remote learning will be deservedly rewarded.

Will the exam boards be providing any assessments?

Yes. A package of support materials to include questions and mark schemes with advice on grades will be provided. We have yet to receive this material but we expect that it will be helpful for us to use. It may well be used for assessment points after Easter. However, the exam board materials will only be part of the range of evidence used by teachers to determine grades.

Are all courses treated the same?

No. There will be different plans for different courses depending on whether they are exam based or coursework based. Where there are non-exam assessments in a course the coursework will contribute significantly or wholly to the final grade. Therefore, students should continue to work on their coursework for as long as possible.