

March 2021

Dear Parent/Carer

I write to update you on the process that we are establishing to award A Level, Vocational and GCSE Grades to Year 13 students in 2021. You will be aware that the government's guidance on the awarding of grades has placed this responsibility on schools and colleges.

Important principles have been established by the government that guide the process that we are establishing to award grades to students, namely:

- A **range** of evidence must be used to determine the grade a student receives.
- The evidence should be used to determine what a student knows, understands, and can do.
- Grades should be determined as late in the academic year as possible to allow time for further teaching and assessment.
- Only evidence derived from content delivered by teachers, either face to face or remotely can be considered.
- Without a range of valid evidence, a grade cannot be awarded.

It is our intention to use the period from w/c Mon 15th March to w/c Mon 7th June to build a valid and reliable evidence base for each student in each subject. It is this evidence base that will be used to determine the grade that will be awarded.

Each subject will use a range of the following sources of evidence:

- Historic performance in regular assessments. For each student, their performance in their best 5 assessments will be added to their evidence basket.
- Completion of a pre-seen assessment in controlled conditions.
- Completion of an unseen assessment in controlled conditions.
- Performance on part or all of the Non-Examined Assessment (NEA) component of a course.

Teachers will share the assessment arrangements for their subject with students in w/c Mon 22nd March. When students return to 'face to face' teaching they will be engaged in the following range of activities:

- Completion of all or part of an NEA if applicable to the course.
- Planning and preparing for both 'seen' and 'unseen' controlled assessments.
- Undertaking assessments.

Staff will plan lessons that support students in undertaking these activities to ensure that the process of collating the evidence is fair to all students. A link to a short film I have prepared to explain the process of awarding of grades to students can be found here:

[The awarding of A Level and Vocational grades in 2021 - Mr Holtham](#)

I am very aware that you may have some concerns about this process. If you do have specific question or queries, please complete the attached form by using the following the link below by Wednesday 24th March. This will allow me to provide a collective response to the most frequently asked questions.

[Microsoft Forms](#)

I would like to take this opportunity to thank you for your continued support.

Yours faithfully



Mr D Holtham
Executive Principal: Post 16 Education