

17 March 2021

Dear Parents / Carers,

I am writing to provide you with further information relating to the up and coming assessment weeks for Yr11, 13 and Further Maths students in Yr12. I have also included an update on BTEC/OCR courses.

Assessment weeks' guidance for Years 11, 12 (Further Maths) and 13

All students should now know when they will be assessed in each subject and the content that the assessments will cover. Teachers will inform students of what equipment they will need, eg calculator, ruler. On arrival to a lesson where an assessment will take place, students will be asked to turn off their phones and have them in their bags along with any other personal 'smart' devices, such as smart watches. Students will be told how long they have for their assessment and the timings will be written on the board of each room (including timings for students who are entitled to extra time). As is usual in assessments, students will not be allowed to communicate with other students whilst the assessment is taking place.

Students in isolation

If a student is isolating, they will be set the assessment by their teacher as an assignment on Teams on an allocated day after school. This will be on a day when all students in school have sat the missed assessment. Students will be added to a Teams channel and will be asked to put their camera on whilst they complete the assessment. We will communicate to students via Teams and school e-mail with details, if needed. This enables students to experience similar conditions to those in school, and will give teachers the confidence to use their assessment as evidence towards their CAG (Centre Assessed Grade). At the end of the assessment, students can 'turn in' their work using Teams.

Students who are absent due to illness

If a student is absent because they are not well enough to attend school, we would deem that they are not well enough to complete the assessment on teams that day. Teachers will facilitate another time (most likely after school) to complete the assessment at the earliest convenience when the student is back in school.

BTEC/OCR update

Students will complete relevant work in lessons only. No work will be completed outside of lessons. Grades will be predicted using a range of evidence from the units and work that they have completed so far.

Yours

Mrs Fletcher-Woods

Associate Assistant Headteacher