

Date: 22 April 2021

Dear Parents and Carers

Arrangements for Teacher Assessed Grades for A' Level

You will be aware that A' level grades this year will be based on teacher assessment. We are writing to you with further information about our plans and how this will relate to your young person.

Teacher Assessed Grades and Evidence

In order to determine the overall grade to be awarded, we will assess your child's performance only on the curriculum content that has been delivered. We will determine the grades as late in the academic year as is practicable, as this will enable teaching to continue for as long as possible and to ensure we have taught a sufficient amount of curriculum content to allow progression to the next stage in their education.

Your young person should continue to work on any set non-exam assessment (such as coursework), if applicable. Coursework will be marked by teachers in college and will contribute to the overall grade awarded for a subject. Students will be told their Non Examined Assessment (NEA) raw marks in due course. In A' Level Art and Design, the grade awarded will be determined by their portfolio work. In A' Level Sciences, we will determine and submit a separate result for the practical element based on the expected completion of work. Extended Project qualifications will be awarded in the same way as A' Levels this year. It will be no easier or harder for your child to achieve a particular grade this year compared to previous years.

In summary, the evidence we will use to assess a student's performance will be based on:

- The March progress review - which includes the teacher set assessments and a piece of independent work
- Coursework where applicable
- Final May assessments using teacher set papers that reflect what has actually been taught. The assessment week will take place from 17 – 21 May. Teaching will end on the Friday before, 14 May.

All grades will go through an extensive moderation process in line with the Quality Assurance expectations detailed below.

Where there is a variation in performance during the academic year, we will also consider significant assessments that contributed towards autumn term progress reviews. This will allow us to make a holistic judgement to ensure the final grade is a fair representation of achievement.

Access arrangements

All students with access arrangements and/or needing reasonable adjustment will carry out the assessments in line with their needs and our SEND team will liaise with teachers.

Quality assurance

Examination boards will work to ensure that requirements for internal quality assurance (QA) and arrangements for external QA are consistent. Our internal QA arrangements will include consideration of

Registered Address:

Poplar High St, London E14 0AF

the profile of results in previous years as a guide to check that our judgements are not unduly harsh or lenient. We will also make sure that at every opportunity, we ensure that a student's final grade for a subject is fair and appropriate.

Examination boards will also put in place arrangements to check each school/college's internal QA procedures, and will process the grades submitted only after completing, and being satisfied with, any external QA. Examination boards will require us to submit a declaration signed by the Group Principal, confirming that the requirements for internal quality assurance have been met and that the College considers the grades to be accurate. We will also substantiate that if your son or daughter requires access arrangements or reasonable adjustments, they were provided. Finally, we must confirm that we have taken note of any guidance issued by the examination boards about how to minimise bias and discrimination and we are confident that we have a robust system to address this.

Final Submission of Teacher Assessed Grades

The deadline colleges have been given to submit final assessed grades to examination boards is 18 June. We are not permitted to share these grades with students or parents/carers in advance of the results days.

Results days

Results day for A-Level students will be on 10th August. We will confirm further details concerning the arrangements for this nearer the time. Staff will be available in College on results day to help students with their next steps, including University places and Clearing.

Appeals and results

Students will have the option to appeal the Teacher Assessed Grades. An appeal can be made to the College where the student believes an administrative or procedural error has been made. If we do identify an error in the grade submitted to the examination board, we can submit a revised grade and a rationale for the board to consider. If the examination board is satisfied with the rationale, it will issue a revised grade.

If an error has not been made, your child can ask the college to appeal the grade awarded with the examination board where they believe it does not fairly take into account available evidence. The college will submit their appeal to the examination board and provide the evidence on which its judgement had been made. The examination board will consider whether, in its view, the grade reflects an appropriate exercise of academic judgement. If the examination board judges that it does not, it will determine the grade that the evidence would support and check that the college had followed its own process. An examination board will only revise a student's grade at appeal where the board finds the evidence on which the grade was determined cannot reasonably support that grade, rather than as a result of marginal differences of opinion. It is important to note that your young person's grade could go up or down following an appeal.

A reminder: the last day for lessons is 14 May, and the final assessment week will be 17th to 21st May. Students are expected to continue to focus on their studies as usual right up until the final day of assessments on 21 May.

We understand that this has been a disrupted year for our students. Our processes for calculating A' level grades this summer will take this into account and are designed to provide fairness and rigour. I hope this letter has given you an understanding of how this will work and reassures you that we are doing all we can to ensure they are successful.

There will be an online information session next Thursday 29th April between 5-6pm which will give more detail of how the assessment process will work. Please click [here](#) to access the meeting. If you are unable to make this time, we will be recording it and this will be available for you to view on the College website after the event.

Please do not hesitate to contact us if you have any questions.

Yours sincerely

A handwritten signature in black ink that reads "Janet Smith". The signature is written in a cursive style with a large, looped initial 'J'.

Janet Smith
Principal (with responsibility for A' levels)
Havering GFE and 6th Form campuses