



**BIDDULPH
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SCHOOL**

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Headteacher: **Mrs E C Robinson BA(Hons)**

11th March 2021



Potteries Educational Trust Head Office
City of Stoke-on-Trent Sixth Form College
Leek Road
Stoke-on-Trent
Staffordshire ST4 2RU
Chief Executive Officer: **Mark Kent**

FOR THE ATTENTION OF THE PERSON WITH PARENTAL RESPONSIBILITY

Re: Year 13 – Teacher Assessed Grades

Firstly, I would like to take this opportunity to thank our parents and students for the remarkable return to school that they have made this week. They are calm, mature, and sensible in their conduct throughout testing and around the school, and appear to be quickly settling back into the classroom. It is a pleasure to have them back with us in school.

You will be aware that the Department for Education have begun to issue some guidance on the way that Year 13 will be graded this year and I wanted to take this opportunity to inform you of our approach so that you can be reassured that students will get the results which reflect their work and efforts.

We have several principles that will underline this process:

- Clarity and simplicity: we want the process to be as clear and easily understood as possible.
- Transparency: we will be open about why we are doing what we are doing and help all our students to understand the process.
- Opportunity: students should have as much opportunity as possible to show us what they can do.
- Fairness: the grades students receive should reflect the work that they have produced.
- Achievement: we need to give students a sense of satisfaction and provide them with the appropriate platform for their next steps.
- The mental health and wellbeing of our students is also an important consideration and so the system will be fair, robust, and proportionate.

A-Level Students

Students have returned to face-to-face teaching from Wednesday 10th March. In most subjects, there will be no new content covered, but subjects have been given until Easter to complete any topics or units. Teachers will focus on the most important aspects of the course and will work with students to generate evidence that can be used to contribute towards their final grading decision.

Mock examinations will run from Monday 22nd March to Thursday 1st April. These will form the baseline for our Teacher Assessed Grades.

From Monday 19th April, students will be preparing for **Exam Board Assessments** during lessons.

The **'Exam Board Assessments'** will run from **Tuesday 4th to Monday 17th May**. These assessments have been generated by the exam boards, but students will only be assessed on content which teachers have covered during the course. These assessments will be completed under exam conditions but in classrooms. These assessments will play a significant role when we consider students' final grades. However, these assessments come with a "safety net" and we will adjust the grade boundaries in line with what could be reasonably expected from students given the challenges they have faced. We will also be working with other schools within our Trust to ensure that our marking and moderation are in line, and to quality assure our judgements.



The Exam Board Assessments along with the Mock examination grades (as a baseline) and selected assessments, NEAs, classwork and homework will inform a grading decision. We will ensure that the students are aware of deadlines and when we need to submit grades to the examination boards.

BTEC, Practical and Vocational Students

The structure and delivery of BTEC subjects and some practical subjects will be assessed differently than the A-Level subjects outlined above. We are currently awaiting further guidance on the process of awarding grades for these subjects and will provide further details as soon as this guidance is received. Students can expect to continue to produce work on their units and this will be sampled by the exam board.

The Final Teacher Assessed Grade

We will try very hard to make sure that the grade we award is a true reflection of students' abilities. We know that the lockdown period has affected people in different ways so you must tell us if there is anything exceptional about your personal circumstances which may have affected your child's ability to engage with learning during this period. We do not yet know what exam dispensation will look like but, as soon as we do, we will be in touch with those students whom this applies to.

There are two grounds on which you can appeal:

1. **If you think an administrative error has taken place in the submission and award of the grade.** This is relatively straight forward to remedy if this has happened. You simply complete a form and the school will work to address any error.
2. **If you feel that the grade (s) that have been awarded are unfair, unjust and have not followed the process set out within the official guidance.** In this instance, you will be able to appeal to the examination board. They will review the evidence and process we have used to issue the grade. They may choose to move grades down as well as up.

There will also be an opportunity to take examinations during an Autumn series. This will be free of charge. A form will be provided on the exam results day to request this.

Please be aware that the examination boards have made it clear that students and parents should not attempt to influence the grades that are awarded by pressuring school staff. If I feel this is happening, then we are obliged to report it to the examination board as a case of malpractice. Please trust us and our ability to run a fair and robust process. No single teacher is responsible for awarding grades. All grading will go through a system of collection, moderation, and quality assurance.

Over the forthcoming weeks it is essential that students remain engaged with us and maintain high levels of attendance. We are committed to helping students work towards achieving the best outcomes possible and enabling them to pursue their chosen pathway Post-18.

Included below is a table that outlines the key information in this letter. If you have any queries, please feel free to email the school and we will address this as quickly as possible. Thank you for your ongoing patience and support.

Yours faithfully,



E C Robinson
Headteacher



Y11 Teacher Assessed Grades (2021) Schedule

Item	Key dates	Key Information
Y13 Mock Exams	Monday 22nd March to Thursday 1st April	Mock exams will only be set to cover the content that was studied up until January. The papers will be those that we prepared for earlier this year.
Formal Assessment for Y11	Tuesday 4th to Monday 17th May	An outline of these assessments and a timetable will be sent as soon as the information has been confirmed by exam boards. This will be by Friday 26 th March.
Formal Assessment for Y13		
TAG grades for Y11 and Year 13	These must be processed by staff and then moderated and quality assured. The final date to submit these to the exam boards is Friday 18 th June.	After the Exam Board Assessments have been completed, students will work with their subject staff to complete any outstanding work that will contribute towards their assessment.
School leaving date for Year 11 and Year 13	Friday 28th May – celebration assemblies.	We are still awaiting information about our School Prom, but this remains on the calendar and we will update you as soon as we know.
Further teaching and assessment if required	Monday 7th to Friday 25th June	Students will be informed if they will need to attend after the half term break to complete any content necessary for next steps or to complete any assessments.
Year 11 Sixth Form Induction and Enrolment	Tuesday 6th to Thursday 8th July – Induction (further information will be sent). Friday 9th July from 2.15pm – Enrolment (further information will be sent).	
Exam Results	Year 13 = Tuesday 10th August	Further information will be given to you before you leave school about the collection of results.
	Year 11 = Thursday 12th August	