

5 May 2021



Dear Students and Parents/Carers

The exams regulator Ofqual, Joint Council for Qualifications (JCQ) and exam boards published further guidance and materials regarding the awarding of GCSE and A Level grades this summer and I am writing to draw your attention to some relevant documents. Attached to this letter is 'JCQ Guidance for Students, Parents and Guardians: GCSE and AS/A Levels in England' which provides an overview of the most important information that you will need to know about how grades will be awarded. This includes a timeline of what is happening and when; how teachers and schools will determine the grades and when results will be published. There are links inside this document (also available on our [website](#)) to the full JCQ and [Ofqual](#) guidance which have been sent to schools. This guidance is at the heart of our own Centre Policy which has been submitted to JCQ and which is also available to view on our [website](#). In the 'JCQ Guidance for Students, Parents and Guardians: GCSE and AS/A Levels in England' document there is mention of the publication of results and the appeals process. We will, of course, be following the processes and timelines mapped out by JCQ, but we will write to you nearer the time regarding our own specific arrangements for these.

In order to generate a final grade, teachers will be using a variety of evidence that assesses students only on the curriculum they have been taught. These include whole past papers, additional assessment material provided by exam boards, completed or incomplete Non-Examined Assessment (often referred to as coursework), mock exams (where relevant), substantial class or homework, internal tests taken by students, and records of a student's capability and performance over the course of study in performance-based subjects such as Music, Drama and PE.

As per the guidance, the type of evidence used may differ between subjects but will be consistent within subject cohorts or classes. Students have been told by their teachers what evidence will be used in each of their subjects and are currently busy preparing for and completing assessments. Students also know when these assessments will be. A full timetable of all remaining assessments is on our [website](#).

All assessments and grading will be made according to exam board criteria and descriptors. Evidence and grades will be standardised and subject to internal quality assurance procedures by departments and at whole school level prior to submission on 18 June and, after submission, externally by exam boards.

We have been very impressed with the level of engagement of our students who are undergoing this process currently and wish them every success now and when results are published in August.

Yours faithfully

J Gilligan

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