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13 May 2021

Dear Year 11, 12 and 13,

I am writing to confirm the arrangements for the awarding of grades in summer 2021 at Alperton Community School.

On 26th March, I sent you the Joint Council for Qualifications^{CIC} (JCQ) document [Guidance for students, parents and guardians: GCSEs and AS/A Levels in England Summer 2021](#).

This week, Ofqual released a new document the [Student guide to awarding summer 2021](#).

At Alperton Community School:

- The grade awarded will represent a holistic, objective judgement based on evidence of a student's performance
- Teachers will determine grades based on evidence which is commensurate with the standard at which a student is performing, i.e. your demonstrated knowledge, understanding and skills across the content of the course you have been taught
- The times and dates of subject assessments will be shared with students
- Subject teachers will initially determine the grades, which will then be reviewed by other teachers in the school, so grades are determined consistently with the school's policy. Awarding bodies (exam boards) will check this policy to make sure it meets their requirements
- The professional judgement of teachers will only be based on what students have been taught and teachers will use a range of evidence from across the course of study to make their decision
- This evidence may include pieces of work that have already been completed/partially completed and/or further tests/assessments that will be set
- The range of evidence that teachers use to inform grades will be consistent across each class or cohort for each qualification. However, the school may decide that a different range of evidence may be more appropriate to fairly inform a grade, if, for example, a candidate has missed significantly more teaching than others in the class
- Where a candidate has been granted approved access arrangements/reasonable adjustments the school will ensure that these were/are in place when evidence was/is being gathered. Where appropriate reasonable adjustments were not in place when the candidate took an assessment that is being used as evidence, the teacher should take that into account when determining the candidate's grade or the school/college could also consider whether other evidence could be used instead
- Teachers will tell student which pieces of work will be used as evidence to inform their overall grade for each subject candidates have been entered for. Candidates will have the opportunity to raise any concerns about the evidence being used, for example, if the evidence was affected by personal circumstances, such as illness. Teachers will make the

final judgement about what evidence is to be included - this is not a negotiation. Teachers will not be able to tell candidates the grades they will be submitting to the awarding bodies (exam boards)

- Students will receive their grades results from the relevant awarding body (exam board). A Level, AS Level and Level 3 results will be released on Tuesday 10th August. GCSE and Level 2 results will be released on Thursday 12th August.
- After results have been received, there will be an appeals system as a safety net to fix any genuine errors that were not identified earlier in the determination of grades process

As explained during the assembly this week, please contact Mr Bakrania (Examinations Officer) at n.bakrania@alperton.brent.sch.uk if you believe that either:

- Evidence has been produced without a reasonable adjustment in place e.g. extra time
- Illness, injury or some event outside your control affected your performance during an assessment which will be included as evidence e.g. bereavement
- You have faced additional disruption to your teaching and learning as a result of COVID-19 in comparison to your class/peers.

Mr Bakrania will acknowledge receipt of your request and will forward an application form for you to complete and return.

Please do not hesitate to contact Ms Rufo, Mr Bakrania, Ms Alexander or myself if you have any concerns or would like further explanation of this letter.

Yours sincerely,



Mr G McKenna
HEADTEACHER