



# The Corsham School

## Guide to Coursework Year 10



## **EXAMINATION COURSEWORK**

In many subjects students can gain a proportion of their final grade through the production of coursework. How this is done varies from subject to subject.

This booklet is intended as a guide for students and parents, to help students get the best advantage from their coursework and to gain the best possible marks.

For a lot of students the key to success is planning, so that they can balance the demands of different courses. We would urge parents/carers to assist with this by regularly looking through your child's organiser and helping them prioritise their work.

Many subject areas also offer after school support for coursework. Students are urged to attend these sessions.

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**Deputy Headteacher**

## COURSEWORK GUIDANCE

1. When a coursework unit is introduced in class, the teacher will explain what the purpose of it is, and what will need to be done.
2. In most subjects, much of the coursework, including reading, research and drafting will be done during lesson time. The rest may be set as homework tasks.
3. The student should monitor his or her own progress with coursework. If a problem arises at a particular stage, eg: difficulty in understanding, or in finding resources, **the student must immediately ask the teacher's advice.** In turn, the teacher will endeavour, from time to time, to check progress and discuss the work so far, giving advice and support where appropriate. In subjects where the coursework task is big the teacher will break the task down into smaller units with interim deadlines.
4. When part of the coursework is planned to be done at home, no other homework will be given at that time in that subject.
5. As students monitor their own progress weekly, they may choose to do their coursework at home at any time during that week as best fits in with other work in other subjects. Some students may prefer to do one longer weekly coursework session at home rather than two or three shorter ones. Students however, must not allow coursework to accumulate towards the end of the week, and parents and teachers should try to ensure that this does not happen.
6. With this system of teacher monitoring and self-monitoring and with appropriate lessons devoted to coursework, there can normally be no reason for work not being completed on time. In extreme cases, such as extended absence through illness, the student may request a short extension. It will be up to the teacher to decide whether or not it is possible to allow this, taking into consideration further work and examination board coursework deadlines.
7. During the two weeks before the main Year 10 summer exams, and the two weeks before the Year 11 winter mocks, the only homework to be set will be directly related to these exams, or examination coursework.

8. Subject staff will begin to teach coursework skills before Year 10.
9. As part of their care, guidance and support role, Year 10 and 11 will monitor coursework progress. If the student has a general coursework problem then it is best to discuss it with both the tutor and subject teacher.

This guidance is simply to help students to be successful and to gain the highest grade of which they are capable. However, that grade will always depend upon the commitment and regular hard work which students put into these two years.

## COURSEWORK TIPS

- Work hard in lessons; work in silence; do not disturb others.
- Check that you know what is expected and how the marks are awarded.
- Then divide up your time and energy accordingly.
- Check how much you really need to write; be focused on the task and so save time and gain marks.
- Pace the coursework over the number of lessons allocated.
- Use good IT practice, always save your work at regular intervals.
- Check if you have to re-draft the work. Remember copying out something again takes time and adds nothing to the content.
- Handwriting of work can sometimes be quicker than word processing.
- Check with your teacher which is most appropriate.
- If you have to research a topic or plan initial ideas, then you need to read books, use databases, sketch ideas on paper or discuss your ideas with others.
- Do not expect the idea or material suddenly to appear the day before the deadline.
- If you have a problem, **talk to your teacher at once.**
- Some subjects require a proportion of coursework to be hand-written; listen carefully to your teachers' instructions.
- The Internet is a very useful source of information when you are asked to do research though it is not enough to download and print vast quantities of it. Good research is where you show you can choose and select.

**PLAGIARISM - this means copying someone else's work and presenting it as your own.**

The examining boards have issued the following:

1. The work which you submit for assessment must be your own. However you may
  - a) quote from books or any other sources: if you do, you must state which ones you have used;
  - b) receive guidance from someone other than your teacher: if so you should discuss the nature of this assistance with your teacher **before** you receive the help.
2. If you copy from someone else or allow another to copy from you, or if you cheat in any other way, you may be disqualified from at least the subject concerned.
3. When you hand in your coursework for assessment, you may be required to sign that you have understood and followed the coursework requirements for the subject.

## **SUBJECT DETAILS**

### **Maths**

Maths no longer has a coursework element. It is all assessed in exams.

### **Statistics**

Coursework will consist of one major project, accounting for 25% of the final assessment. This project will be undertaken in June of Year 10 and will be done in lessons and homework. During Year 11, students will have the opportunity to work to improve their coursework grade. The final deadline for coursework is the February half term of Year 11.

### **English**

Written coursework is 20% and oral coursework is a further 20% of the GCSE. The majority of the written work is completed in Year 10. Coursework is done in lessons and for homework, which should be ample time.

Final deadlines for each piece are negotiated with the class and entered into the organisers. Late work will not be accepted unless accompanied by a letter from parents.

### **English Literature**

The written coursework is 30% of the GCSE and most of it is undertaken in Year 10. Coursework is done in lessons and for homework, which should be ample time.

### **Science**

The coursework element of this subject has been replaced by a Centre Assessed Unit worth 25% of the GCSE.

This is comprised of practical work and an externally set examination (ISA) assessing understanding of experimental design and technique. This must all be completed under supervision in examination conditions. At least three opportunities to gain the ISA marks will be given during the course of year 10, but only the best mark is used.

## **Music**

Coursework is worth almost 75% of final grade, so it is important to work hard and meet all required deadlines. Coursework consists of recording a number of solo and ensemble performances. Around 6 compositions are also required during the GCSE course. Nearer the exams the best performances and compositions are submitted to the examiners.

## **Art/Photography**

Candidates explore a wide range of materials and techniques. Coursework is divided into two or three thematic units (60%) and there is a 10-hour Externally set assignment Test (40%) at the end of Year 11. Coursework is done in lessons and for homework.

## **Business Studies**

Business Studies no longer has a coursework element. It is now assessed through an external examination in June of Year 10 (25%), a controlled assessment carried out in October Year 11 (25%) and a final examination in June Year 11(50%).

## **Dance**

20% Written Examination.  
20% Examined Solo Performance Piece  
15% Solo Choreography  
25% Group Choreography  
20% Group Piece

All coursework is completed and marked in Year 11.  
There is extensive after school support for all aspects of this work.

## **Design & Technology**

Coursework counts as 60% of the GCSE. It starts in June of Year 10 and ends in February of Year 11. It consists of one completed project and there is a structured plan of action throughout the year. Coursework is done in lessons and for homework.

## **Drama**

The coursework element in Drama forms 30% of the final GCSE Grade. There are three coursework tasks:

1. Documentary evidence of practical work for Unit 1: 'Drama Exploration'. Max 2000 words
2. Documentary evidence of practical work for Unit 2: 'Exploring Play Texts'. Max 1000 words
3. A written response to live theatre for Unit 2: Exploring Play texts. Max 2000 words.

The final writing up of all documentary evidence must take place under supervised conditions.

The Practical exploration for Units 1 & 2 is a teacher assess unit worth 30% of the final grade. Unit 3 is a performance only assessment marked by a visiting examiner.

## **Geography**

Coursework is worth 25% of GCSE grade.

Fieldwork Enquiry - 1200 words based on a Field Trip on the Dorset Coast in June of Year 10. This is completed in class under controlled conditions. Questions are set by the exam board.

Geographical Investigation – 800 words. Research and a report written in school, again, under controlled conditions.

The question for enquiry will be set by the board and it will be in the context of Disease. Coursework is entered in the January of Year 11.

In January of Year 11 there is a compulsory Decision-Making Exam and the students will need to study pre-release materials in class and for homework to enable them to complete this. It is 25% of the course. The results for the Sustainable Decision-Making Exam come out in March.

## **History**

There is one piece of written coursework which is completed in school under controlled conditions in July of Year 10

- 1) Bath Local Study - 25% of the final grade.

## **Languages**

Throughout Years 10 and 11 students' progress is monitored through regular assessments. Students gain 30% of their marks through their written controlled assessment, 30% through spoken controlled assessment and the remaining 40% through terminal listening and reading comprehension exams. Controlled assessment takes place in lesson time although preparation at home is essential.

## **OCR Nationals in ICT (Single and Double Option Choice)**

This new course in ICT is assessed through a portfolio of Coursework. There is no terminal exam. Assessment and learning support throughout the course give students a much better indication of their progress, and therefore a greater chance of success. All work is assessed by moderated portfolios marked against set criteria. Throughout the course candidate complete a number of different units. Each Unit that is passed is awarded a grade of Pass, Merit or Distinction. These grades are approximately equal to a GCSE grade C, B and A respectively for the full units.

The Single Option course will cover four units over the two years in Year 10 and 11.

These units are:

Unit 1 ICT skills for Business

Unit 3 Digital Imaging-Plan and produce computer graphics

Unit 20: Creating an animation for the Web using ICT

Unit 22: Creating sound using ICT

The Double Option will cover the above four units and

Unit 2: Webpage creation

Unit 4: Design and produce multimedia products.

Unit 23: Creating Video.

Unit 21 Creating graphics for the Web

## **Physical Education (Edexcel GCSE)**

### Unit 1

- Exam 1½ hours (5 PE01) - 40%
- Performance in P.E (5 PE02) -60%
  - internally set
  - internally marked/externally moderated
  - is made up of 5 tasks;4 performances and Analysis of Performance

Students are introduced to the concept of writing and following a PEP (Personal Exercise Plan) at the beginning of July in Year 10 and are expected to complete it by the end of September in Year 11.

## **GCSE RE - Certification of work for Personal, Social, Health, Religious and Citizenship Education**

There is no coursework for GCSE RE. Students will be assessed by an examination in May of Year 10 (worth 50% of the GCSE) and another one in May of Year 11.

## **Media Studies**

Coursework contributes to 60% of the final GCSE grade. There are three written assignments, each of which should be around 800 words long. Some of the work - especially the planning - is done in lesson time, but students should also use their homework time. Deadlines are negotiated with the teachers, and late work is not accepted unless accompanied by a note from parents.

In addition students work on a practical production, supported by their written account of the process. The practical work is done in lesson time using a range of media technology.

The Controlled Test accounts for the other 40% of their final GCSE grade. The topic for the exam in May 2009 will be 'Action Adventure Films'

## **SUPPORT FOR REVISION IN SUBJECTS IN YEAR 11**

In all subjects students will be given a target grade to aim for based on their prior attainment. One to one tutoring takes place in both Year 10 and Year 11.

### **Maths & Statistics**

- following the mocks, those students most in need are targeted for extra support and guidance
- revision programme is followed in lessons in the Spring and Summer
- revision programme aims to focus on those areas which present particular difficulties together with practice using past exam papers
- members of the Maths Team offer extra support to the students they teach either after school or at lunchtimes
- revision guides and Mathswatch video clips may be purchased by students
- 'My Maths' – an excellent site for revision – can be accessed through E.L.E
- A range of other revision resources can be found on the Maths home site on E.L.E

### **Science**

- syllabus and revision guides may be purchased by students
- revision timetables are provided for each of the three subject areas
- information is provided about terminal exam structure and tier of entry
- past paper questions used in class
- lunchtime and after school revision sessions prepare students for module tests and terminal exams
- after school 'Help' sessions.

### **English**

- coursework 'clinics' run as an extension activity
- revision guide can be purchased by students
- students at risk of under-performing are targeted.

### **Design & Technology**

- the quality of the major piece of coursework is continuously assessed and feedback given to students
- students given annotated feedback and individual written, action plans; these highlight suggestions for improvement and allow students to revisit work and improve their grades

## **Languages**

- lunchtime/after school sessions by arrangement
- use of revision websites for languages-links on languages home site
- opportunity to purchase a dedicated revision book
- vocabulary lists on languages home site
- advice on ELE

## **History**

- course support after school on Tuesdays-H6 3-4pm
- after school revision sessions leading up to external exams
- exam techniques covered in lesson time using practice questions
- History department organise the purchase of revision guides
- use of BBC Website and [schoolhistory.co.uk](http://schoolhistory.co.uk) for GCSE History and [activehistory.co.uk](http://activehistory.co.uk)

## **Geography**

- revision lessons are run after school
- students are given revision lists of terms, topics and case studies
- students produce individual case study revision notes.

## **Physical Education**

- revision booklet issued
- revision sessions run in the Spring Term

## **Dance**

- one after school session per week offered for Year 10 Dance students
- two evenings per week are provided to support Year 11 dancers.

## **Drama**

- after school Drama club
- individual targets set in lessons
- supervised use of facilities after school for groups to rehearse
- individual support for students to meet coursework deadlines
- opportunities to perform to an audience

## **Art**

- coursework is produced throughout the course and students are given continuous individual advice as to how this can be best improved.

## **Music**

- computer facilities are available for GCSE pupils after school and lunchtimes on most days.
- The music staff are also available for one to one help during these times to discuss any questions.

## **RE**

- In RE we will offer revision lessons in Islam and Christianity during the study leave period.

## **IT**

- IT facilities are available for Students during the lunch hour and after school in the library.

## **ENTRY FOR EXAMINATIONS**

It is the policy of The Corsham School to enter students for an examination where they have followed the appropriate course of study. All of our students are following courses at a level appropriate to their level of ability. Provided students keep up with the coursework and meet set deadlines we have every expectation that they will be successful.

If a student begins to fall behind with examination coursework parents will be informed. We hope that we can rely on the support of parents to ensure that such work is caught up with as quickly as possible and welcome contact with parents if there are particular difficulties.

It is very important that students do not adopt the notion that they can 'drop subjects' as they progress through Year 11. Research in this area indicates that students who reduce their number of exam entries, in the belief that they will concentrate better on fewer, actually end up doing less well than students of similar ability who stay the course.

Sometimes, however, there are individual circumstances (students arriving at The Corsham School in Year 11, or prolonged absence, for example) where a reduced entry is appropriate. In these cases decisions will be made in consultation with parents.

**OVERVIEW OF EXAM COURSEWORK DURING KS4 for Year 10 2009/11**

	2009	2010	2011
Languages, Speaking & Writing			
Science	↓		
English			
English Lit			
Drama		↕	↕
D&T			
Statistics			
Geography			
History			
PE	↓		
Music			
Art/Photography	↓		
ICT			
Dance			
Media Studies	↓		