



Summer Grading Procedure 2021

Dear Parents of students in Y11 and Y13

1st April 2021

I am writing with further details concerning how grades will be awarded this summer and what we are aiming to achieve.

Principles

Subject Leads have indicated that their KS4 and KS5 courses are just about complete, so our focus now switches to the process of accurately and fairly assessing student work for their grading.

Y13 and Y11 students at Corsham have worked hard during their 2-year courses and teachers already have a view, backed up with much evidence, of the grade each student is working at. Considering the national cancellation of public exams in the summer of 2021, we are not aiming to recreate our own mini exam series. Our bubble and zone arrangements make it challenging to conduct hall-based exams. So, we are looking to give students the chance to boost their grades by providing opportunities to shine in normal classroom tasks and activities that would usually be undertaken by those in Years 11 and 13 as they complete their courses.

Through this grading procedure we aim to be:

- Fair and consistent
- Clear and transparent
- Mindful of student well-being and mental health
- Giving opportunities to all students to improve their evidenced grade through various “Chance to Shine” opportunities during Term 5
- Awarding grades based on the level a student is working at now, judged on a range of evidence in portfolios that can be objectively checked
- Awarding grades that reflect the best that a student has achieved within the collection of evidence
- Objective through using processes whereby marks are checked by other professionals before validation
- Sharing the contents of an individual’s portfolio of evidence with the individual concerned, whilst not divulging any final grading to students in advance of results days
- Mindful that students may be forced to miss any given “Chance to Shine” through no fault of their own, therefore ensuring opportunities to access these chances remotely if needs be

Subject Leaders

Subject Leaders are each publishing a guide for putting these principles into practice for students and parents. There is a new part of the Parents' Menu website called "Year 11 and 13 Grades in 2021". You will see that the guides have started to appear and will be added to as they are completed. There will be one for each Year 13 and Year 11 course detailing how grades will be determined in each subject. These guides will also have details of "Chances to Shine" work after the Easter break. These are tasks specifically designed for students to complete in class that will ensure every opportunity to boost their current grade. The "Year 11 and 13 Grades in 2021" area on the website can be found via the following link:

<https://www.corsham.wilts.sch.uk/page/?title=Year+11+and+13+Grades+in+2021&pid=246>

There will also be a spreadsheet diary overview of all subjects showing the dates when these key tasks take place. It will be possible to complete these tasks at home and submit them remotely on Teams should a student need to isolate or if a bubble goes down. We will also provide future opportunities for students to complete the task if they were absent due to illness so that no student is disadvantaged.

Subject Leaders will also ensure that their teams compile a portfolio/folder of all appropriate grading evidence per child. In addition, Subject Leads will confirm that all portfolio evidence (including "chance to shine" activity) has been carefully moderated through blind marking (candidate name concealed) by colleagues, sampling and grade boundary checking using the exam board grade descriptors so that the grades sent off in June are fair, consistent and based on evidence to hand.

Subject Leaders will also ensure portfolios of evidence are shared with students without indicating any grade (grades must remain confidential until results days). The portfolios must be kept securely in school following JCQ and Exam Board rules in case an Exam Board wishes to review our evidence of grading at any point in the future.

Access Arrangements/Special Consideration

As you will have seen from the information above, the "Chance to Shine" tasks are helpful opportunities for students to improve their grading evidence. It has been recommended to all teachers that these activities are not "timed" like exams, so that all students can complete the work to the very best of their ability.

However, where a subject really has to time tasks, teachers have been informed that any allocated extra time **must** be given to those with access arrangements. The only practical way of doing this is to ensure that no more than 45 minutes in a lesson is used for the task so that those with access arrangements can demonstrably have more time than their peers.

For students with other access arrangements such as the use of a laptop or reader pen teachers have been asked to order these from Learning Support in advance of the lesson to ensure all students are appropriately supported.

Ms Warr, SENCo, will also be contacting children entitled to specialist access arrangements separately to remind them of what support they receive and to let them know they can contact her if they have any concerns.

If you have any questions or concerns yourself do not hesitate to contact Ms Warr at school.

Results days

These will be August 10th (Y13) and 12th (Y11). Details of the appeals process will be published in the fullness of time. However, it appears that there is potentially a 2-stage process where appeals concerning administration of outcomes go to the school and appeals concerning results go to Exam Boards, therefore the retention of all portfolio grading evidence is essential.

I hope you find this information clear and that you will find any information you need on the school website at the link above.

Please do not hesitate to contact me if you have any further queries.

Kind Regards

A handwritten signature in black ink, appearing to read 'M Chapman', with a stylized flourish at the end.

Marcus Chapman, Deputy Head Curriculum