

## Candidate Confirmation: How grades will be awarded in Summer 2021

Candidate name		Candidate number	
----------------	--	------------------	--

This completed form must be returned to Mr. Schofield/Mr. Hepke by Friday 7<sup>th</sup> May

I confirm I have been made aware of relevant guidance intended for candidates who will be awarded grades in summer 2021, including: (Please tick each box to confirm each statement)

- the Joint Council for Qualifications<sup>CIC</sup> (JCQ) document Guidance for students, parents and guardians: GCSEs and AS/A Levels in England Summer 2021 (published here [www.jcq.org.uk/summer-2021-arrangements/](http://www.jcq.org.uk/summer-2021-arrangements/)) **THE LINK TO THIS IS ONE OUR WEBSITE AND YOU HAVE HAD A COPY OF THE BOOKLET.**
- I can confirm that I have been signposted to the following information which is available on the school website: Curriculum and Assessment Plans for my subjects, Assessment Week Timetable and an explanation as to how Teacher Assessed Grades will be awarded at ASFA.

I confirm my understanding specifically includes the following:

- What is happening, and when
- How candidates will be assessed
- That 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 candidates 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 should 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 candidates 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)
- When candidates will receive their grades results from the relevant awarding body (exam board)
- 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
- I understand that my parents/guardians and I can email the school at any time on a dedicated email address with any queries, questions or concerns. The email address is **parents@asfaonline.org**

*By signing here, I am confirming my awareness and understanding of how grades will be awarded this summer*

Candidate Signature:

Date of signature:

**This record will be retained until the published deadline for appeals has passed or until any on-going appeal, malpractice investigation or other results enquiry has been completed, whichever is later**