

Friday, 26 March 2021

Dear Parent/Carer,

## Year 13 GCSE Portfolio of Evidence - Previous Assessments and Special Considerations

We wrote to you last week outlining our approach to how we would be assigning grades to students, “centre assessed grades” (CAGs), through the use of a portfolio of evidence comprising of previous assessments and the assessments your child is currently sitting in lessons. Please read on for further information that details work that has been previously completed by your child and you will be invited to inform us of any exceptional circumstances that may have meant your child did not perform at their best for any specific assessment.

### Current Assessments

Your child has started their assessments this week in school. These are short assessments and are focused on key skills and content that your child has been taught previously, and are representative of the breadth of the subject they are studying. I reattach the [link here](#) - the dates are a guideline and some groups may have their assessment in the following week to ensure all students receive the same level of preparation.

### Previous Assessments

Students are assessed at school in their subjects on regular occasions. These occur in lessons under controlled conditions. These may be end of unit assessments, specific one-off assessments, coursework, or mock examinations. In class assessments and mock assessments are ‘common’ across all students sitting that subject, regardless of class, ensuring every student has the same, fair opportunity. Each subject has compiled a list of the possible range of evidence they might use to award your child their grade alongside the current assessments they are completing. [Click here](#) to view the list

What these assessments are, the grades or which elements comprise your child’s portfolio of evidence are by definition of CAGs down to teacher professional judgements. Teachers, in making these judgements, are required to work within the framework of exam board guidance, our school policy in the light of this guidance, and we are being held accountable to ensure we are acting with professional integrity.

### Special Considerations

Special consideration is an adjustment to a student’s grade to reflect illness, injury or some other event outside of the student’s control. It is applied when the issue or event has had,



or is likely to have had, a major effect on a student's ability to demonstrate his or her normal level of attainment.

Special consideration can go some way to assist a student affected by a potentially wide range of difficulties which may have influenced their overall performance.

Only minor adjustments can be made to a student's grade with 5% being the maximum allowance that can be given and this is used in exceptional cases only.

Acceptable reasons to request a special consideration for students are:-

1. Student illness or accident/injury
2. Death of a close family member (immediate or extended family)
3. Terminal illness of a close family member (immediate or extended family)
4. Domestic crisis
5. Participating in sporting events, training camps or other events at an international level

Please [click here](#) to complete a Microsoft Form to provide us with any special consideration information.

As we approach Easter it is very important that your child approaches the holidays with a balance of rest and recuperation alongside revising and preparing themselves for their assessments that continue after Easter.

Kind regards

David Hewett