



# Tring School

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22 April 2021

Dear Year 11 and Year 13 Student / Parent / Carer,

Over the last week, we have received further guidance from the Joint Council for Qualifications (JCQ) regarding the requirements for awarding Teacher Assessed Grades for GCSE and A Level qualifications in June 2021. There is a guide for students and parents to read [here](#).

We are now in a position to confirm our Tring School response on how we will be awarding Teacher Assessed Grades for GCSE, A Level and BTEC qualifications.

It is important that we remember that the quality of the students' work has not changed, but the method of assessment has. JCQ has two consistent messages that should be applied to the grading of students' work, which we will follow:

- At all times, remember that it is evidence of students' work that must form the basis for each students' grade.
- It must be no easier or more difficult for a student to achieve a grade this year based on their performance than in previous years.

**Forming the evidence** - Over the remaining few weeks class teachers will be working closely with students to build a portfolio of evidence that will be used to support the Teacher Assessed Grade for each subject. In the large majority of cases the evidence for each cohort should be consistent and therefore where we were led to believe a range of evidence could be used, this will now be limited. Students will, therefore, be told exactly which assessments will be used to contribute towards their Teacher Assessed Grade.

This process will provide a very clear picture for the students as to which assessments will be used in their evidence for each subject area.

Students will be required to sign a declaration sheet to say that they understand which assessments have been used to form their final Teacher Assessed Grade; that the assessments were completed in line with our Assessment Policy and that it is all of their own work. Any falsification at this point could result in disqualification.

In addition, students will be asked to agree that they received any Exam Access Arrangements that they are eligible for and that any mitigating circumstances have been taken into account.

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If you feel that your child has experienced any mitigating circumstances that would have affected their performance in an assessment, please complete this [form](#) by the deadline of Friday 30 April.

JCQ has a suggested list of [Special Considerations](#) which can be applied to students for these circumstances.

**Assessment and Determination of grades** - Before the new JCQ information was released, we were using the 2019/2020 grade boundaries because they were the last official set of boundaries set externally for all schools. We are now required to use the JCQ and Exam Board grade descriptors which will be shared with students in each subject. This has caused some movement in grades and this will filter through to Go when all of this analysis has happened. We will keep your child informed as we go through the process of using the grade descriptors.

**Internal Quality Assurance** - All grades are subject to a departmental moderation process to ensure consistency across all teachers. Subject Leaders then justify the grading for each student in each subject in a meeting with myself, Mrs Collings and Mrs Georgiades.

**Submission of grades to awarding organisations** - Teacher Assessed Grades are submitted to the exam boards.

**External Quality Assurance** - Exam boards will sample students' evidence portfolios and the standard of grading against the new grade descriptors and moderate cohort/school entries accordingly.

**Issue of Results** - Results are shared with A Level students on 10 August and GCSE students on 12 August.

**Centre Review and Appeals** - If students are unhappy with their grades received they can request a Centre Review of the evidence submitted to ensure there was not a clerical error in submitting the grade and then pursue an Appeal of the grade with the Exam board if they feel they have been unfairly awarded a grade.

Over the remaining few weeks, in-class assessments will continue to build a picture of students' level of ability and will contribute to the markbook average. Some subjects are completing stand alone assessments which will be used as individual pieces of evidence to support student performance. Once the students have completed their evidence portfolio, they will be asked to confirm by Monday 10 May if they wish to contest the grade by completing the final assessment scheduled 17 - 26 May.

We know that this is a very pressurised time for students and we continue to be impressed with their maturity and determination to ensure that they secure their very best outcomes. If you have any further questions/queries, please email this email account which we have set up especially and we will respond to you as quickly as possible:  
[exams2021@tringschool.org](mailto:exams2021@tringschool.org)

Kind regards  
Sally Ambrose  
Head of School