

Malmesbury School

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Headteacher: Rupert Moreton

MS/za

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Dear Parents, Carers

Although we are still awaiting final guidance from exam boards, we wanted to update you about the process of grading students this year. Students have been updated through lessons and via a virtual assembly, and we will provide more guidance to them before the next set of assessments begin.

It is important that students engage fully in their lessons over the coming months. We have been impressed with the way they have returned to school so far, and it is important that this continues.

We have recently sent you an assessment timetable for the assessments that will be taking place after Easter. These assessments are not the full GCSE papers that would have been sat had the “normal” exams gone ahead. Students will be sitting either fewer assessments, and/or assessments which are shorter in length. Students will also be provided with some guidance about what will be included within these assessments, and they will only cover content which has been taught. Subjects may differ slightly in how they do this due to the nature of those courses.

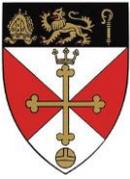
The grades awarded to students will not depend entirely on these assessments. Evidence from a range of sources will be used. The assessments after Easter will take place in the hall/gym/Access Arrangement room to ensure fairness and consistency with how they are delivered.

The grading process will be outlined in detail in our **Grade Policy**. This policy will be quality assured by the exam boards and will then be available on our website before the grades are submitted on June 18th. However, we feel it is important to share with you the following points as early as possible so that pupils and parents/carers know what to expect from us, while we wait for the exam boards to provide the final guidance.

- Work completed before, during and after lockdown can be used in determining the assessed grade, but only if deemed suitable by the school.
- Schools must share with pupils and parents/carers what assessed work will be used to determine grades. This will be shared before the submission of grades on June 18th.
- Teachers will have already communicated to parents/carers how well their children are performing. This may have been via school reports or parents evening. **These grades may not necessarily be the final grades pupils are awarded.** This is because pupils still need to be taught subject content and must also be formally assessed in school between now and the end of May 2021.
- Moderation will take place across The Athelstan Trust to ensure that we are awarding grades appropriately and fairly.
- There will be a two-stage appeals process, and this will be outlined in the Grade policy. Details will be shared later in the year once we have received final guidance.



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- Students will be in lessons when not taking assessments during the assessment window.
- Once the assessment window has ended, the normal timetable will resume. Within this time, we will complete courses, complete catchup sessions for any students with missing evidence, and complete the endorsement qualifications required for English and Science. It is not yet possible to share a leaving date with you, but this will be communicated by the Headteacher once we have received final guidance.

We have liaised with several schools within, and outside, of the trust to ensure that we have considered all options of how to complete this process fairly and consistently.

Kind regards

Mark Shadrick
Assistant Headteacher
Malmesbury School



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