



Y11 and 13 mock exams, special consideration and final leaving date – April 2021

Dear Families,

Please see details regarding the final mock exam window for Y11 and Y13 students. Your child will be provided with a copy of the Y11 May 2021 mock examination timetable which begins on Friday 14th of May. A reminder that there is a Y11 English Literature exam taking place on Tuesday 4th of May which has been moved earlier to support our students. Students have also been provided with a JCQ student guidance sheet which summarises expectations required during these examinations. These documents are also available on the academy and JCQ websites.

Even though these are mock exams, we expect students to be fully committed in ensuring they are giving 100% effort to secure the best grades they can. These grades will form one part of the evidence based used to support centre assessed grades that will be submitted to exam boards in June and represent a final opportunity for them to further demonstrate their knowledge, skills and understanding. Morning exams will begin at 0900, midday exam will begin at 1120 and afternoon exams will begin at 1400.

Access arrangement support:

Any student who has access arrangement support is expected to utilise this to maximise their grade potential. The school access arrangement team will be working with these students separately to ensure the right support is being offered. There are a few processes that students with access arrangements need to follow:

- Students will obtain their lesson registration mark and then head to the hall.
- Staff supporting them will collect the student and then take them to the designated room.
- Those students with only extra time, will make their way to the gym (this only applies to the morning and midday exams)

I am sure you will agree on the importance of these exam so we ask if you could ensure your child arrives on time to the academy, does not miss any exams, is prepared for them with the right equipment; x2 black pens, x2 pencils, clear ruler, scientific calculator, compass, protractor, highlighter, eraser and sharpener.

Special Consideration

At times, when certain events have affected the progress and attainment of students during their exams, we may feel it is necessary to submit a special consideration application on their behalf. This is submitted where they may be an event, such as illness or bereavement that is likely to affect the student's performance on that examination. If special consideration is granted, exam boards will consider the effect of the event on the student's performance when awarding a final grade.

The process for this has been outlined by the Joint Council for Qualifications (JCQ) due to the removal of examinations. JCQ have requested centres to make families and students aware of this and for them, to submit special consideration requests.

We have summarised the key aspects of this in the letter with an explanation of the process, and to give you the opportunity to make special consideration applications.





Mitigating circumstances/special consideration:

Special consideration recognises students that may have been affected by a potentially wide range of difficulties, emotional or physical, which may have influenced their performance in their assessments. Examples of special circumstances include:

- temporary illness or accident/injury at the time of the assessment.
- bereavement at the time of the assessment (where whole groups are affected, normally only those most closely involved will be eligible).
- domestic crisis arising at the time of the assessment.
- serious disturbance during an examination, particularly where recorded material is being used.
- accidental events at the time of the assessment such as being given the wrong examination paper, being given a defective examination paper or CD, failure of practical equipment, failure of materials to arrive on time.
- participation in sporting events, training camps or other events at an international level at the time of the assessment, e.g. representing their country at an international level in chess or football.
- failure by the centre to implement previously approved access arrangements for that specific examination series (See below for further information).

Further examples of what is and what is not considered as special circumstances can be found on the JCQ website.

COVID Related Disruption:

In addition to the usual definition of special circumstances the JCQ has asked that parents make centres aware when they believe that their child has faced additional disruption to their teaching and learning as a result of COVID 19, in comparison to their class/cohort peers.

We understand this to be circumstances such as a student who has been repeatedly identified as a close contact and as a result has been asked to self-isolate and study remotely for an extended period of time whilst the rest of their year group has been learning face to face.

How have centres been instructed to deal with special circumstances?

This year grades will be based on a holistic, objective judgement of the evidence of the students' performance on the subject content they have been taught. Centres will consider the quality of students' work in relation to the assessments they have sat as well as considering the grade descriptors and grading exemplification the JCQ have made available. Where a student has identified that their performance in one of their assessments has been affected by special circumstances the JCQ has indicated that centres either:

- A. Use the assessment evidence when assigning a grade on the basis that it is the most appropriate evidence available but disregard the assessment if it would disadvantage the student.
- OR
- B. Use alternative evidence to replace an assessment that is appropriately representative of individual students' performance.



How do I inform the school if I believe my child should receive special consideration?

Please inform your college who will then discuss this further with you to obtain additional details. All submissions must be made by 4pm on April 30th in order that we have time to process requests and inform staff before our grading begins.

In order to avoid the need for our administration team to have to make additional follow-up calls we will be asking you provide the following information.

- Details of the category (as indicated above) which you believe the special circumstances correspond to.
- Specific details of how the special circumstances affected your child's performance.
- The dates between which the assessments you believe were affected occurred.
- The subjects and the specific assessment that you believe were affected.

Y11 and Y13 leaving date

We will be wishing our year 11 and 13 students a final farewell on Friday 28th May.

The plan for the final day is outlined below:

1. At 1300, Y11 students will be escorted to the Hall servery and Y13s to the quad servery where they can enjoy a BBQ lunch in the tennis court area.
2. Students can then sign each other's shirts and wish each other farewell.
3. Students are then expected to make their way offsite at 1400.
4. Parents and families can collect their child from 1400 onwards for only year 11 and 13 students.

We hope that students enjoy this occasion to mark the end of this part of their journey. We look forward to welcoming students to collect their examination results on **10th of August for Year 13 and 12th of August 2021 for Year 11**, and then to welcome back those Year 11s attending our sixth form in September 2021.

I would like to thank you for your continued support throughout this challenging period. Please contact the academy if you have any questions.

Kind regards,

Gulfam Shahzad
College Leader

