

Haileybury Turnford

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7th June 2021

Dear Parent/Carer

A Level and GCSE Teacher Assessed Grades

Year 11 and 13 have now had their End of Year Leavers' Assemblies and we could not be prouder of their hard work and dedication during the last 7 weeks of school. Every student has been working towards the creation of a portfolio of evidence to generate their teacher assessed grades which included a range of mini teacher assessments and coursework completed throughout the term.

How has my child been graded this year?

Grades for GCSEs, A Levels, and most other qualifications including Applied Generals will be based on a process involving teacher assessment against national standards, internal quality assurance, and external quality assurance by the exam boards.

In our school we have used a range of evidence to reach a holistic judgement for each student. This includes formal assessments sat under exam conditions, a selection of class and homework and non-exam assessment (coursework) and practical performance in some subjects.

You can read our Centre Policy, which has been approved by the exam boards [here](#). This details the approach we have taken as a school.

Why have there been so many assessments when exams were cancelled?

Public exams in England were cancelled in January, and all schools and colleges had flexibility about how to arrive at a fair and robust grade for each student.

Throughout the early summer term, we have been using exam-style assessments, drawing on the assessment materials provided by exam boards, as we think this will produce the most reliable, and therefore fairest, evidence.

What evidence has been used in each subject?

Our Centre Policy details the high-level approach we are taking as a school. Your child's subject teacher will have already let students know what evidence is being used for the year group.

If there are any reasons why you think certain evidence should not be used (e.g. your child missed out on learning content for that assessment), your child must let the school know as soon as possible, ideally before 16th June. This should be done by contacting Mr Walsh walshb@haileyburyturnford.com, so that we can apply the mitigating circumstances to all of your child's qualifications equally.

Please note, that teachers and school leaders will use their professional judgements about how to respond to mitigating circumstances; and this may vary between subjects depending on the impact it had on the assessment. Teachers will record how any mitigating circumstances were responded to.

My child usually has access arrangements (e.g. extra time) in exams. Have they this year?

If a student is eligible for any sort of access arrangements as part of their SEND provision, then they have been given it in the assessments we have carried out.

If a student who is eligible for access arrangements did not have them for a particular assessment that is being used to inform their grade, then they raise this with the school or by contacting Mr Walsh walshb@haileyburyturnford.com. A record of how this is responded to will be made. This could include using an alternative piece of evidence, or adjusting the marks for that assessment. Please note that in the case of a student refusal to use their access arrangements no adjustments will be made to the grading due to the student not wishing to take that provision offered.



Haileybury Turnford, Mill Lane, Cheshunt, EN8 0JU 01992 308333 enquiries@haileyburyturnford.com
Principal: Robin Newman MSc MBA

Haileybury Turnford is a trading name of Haileybury Academy Trust, a charitable company limited by guarantee registered in England and Wales with registered number 09659808.

Registered office: Haileybury Academy Trust, London Road, Hertford Heath, Hertford, Hertfordshire, SG13 7NU

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Can we know the grade submitted?

No, we are legally obliged not to let students or parents know their submitted grade before Results Day in August.

In some subjects, students may receive grades or marks for certain assessments that may count towards their grades; but this is at the department's discretion. Students do not have an automatic right to know their grades or marks in a subject's assessment, just because they've been told marks in another assessment.

The assessments you're doing are different from another school or college. How is this fair?

Schools and colleges have been given a lot of flexibility in how they decide a holistic teacher assessed grade this summer. This means that it's likely the assessments will look different in different schools and colleges, even ones in the same area.

Because students should only be assessed on what they have been taught, to account for variations in lost learning due to the pandemic, the range of evidence will differ between schools and colleges, and even between students within our own school.

Our approach has been approved by the exam boards; but many different approaches have also been approved. This does not mean one approach is better than the other.

I don't think my child's teacher will judge them fairly?

All of staff have undergone objectivity and bias training. This is detailed in our Centre Policy, which has been approved by the exam boards.

All of the grades will be signed off by two members of staff, including the Subject Leader. All grades will be signed off by the Head of Centre, Mr Newman.

We will also have to send a sample of work into the exam boards, ensuring that grades are fair and accurate. If you have a concern about bias please contact walshb@haileyburturnford.com urgently.

My child needs a particular grade for university/college; what can I do to make sure they get it?

It is important that neither students nor the parents or carers put undue pressure on classroom teachers or subject leaders to submit a certain grade before 18th June. If a member of staff feels that pressure is being applied, we will first raise this with you directly.

If the pressure continues, we have been instructed to report this (whether from parents or students) to the exam boards as potential malpractice.

If you want to raise genuine mitigating circumstances with us, then please do through the channels outlined above.

What is exam malpractice?

Exam malpractice this year includes students fabricating evidence (e.g. claiming plagiarised work is their own), they or their parents placing undue pressure on teachers to submit a certain grade, as well as teachers fabricating evidence.

If malpractice is proven, the exam boards may decide to withhold the qualification altogether. Our approach to authenticating evidence is set out in our Centre Policy.

How can I appeal?

If your child is unhappy with their grade this summer, they will have the opportunity to re-sit all GCSEs and A-levels in the autumn. Students should speak to Mr Walsh about entering the autumn series with further information provided on results day.



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There is also the option to appeal a grade on the following grounds:

- Administrative error – you think the school has submitted the wrong grade for you
- Procedural error- you think the school did not follow our process correctly
- Error of academic judgement – you do not think the grade submitted reflects a reasonable judgement on either the evidence that was used, or the grade arrived at.

All appeals will first be processed as a centre review. Following the outcome of centre review, students can choose to take forward an appeal to the exam board(s), which we will do on their behalf. Details of how to request a centre review will be available before results day.

Please note that at any stage of the appeals process a student's grade(s) could go up or down. If the appeal process decides that the submitted grade was too high, students will **not** be able to keep the higher grade. We will require students to sign a declaration saying that understand this before they submit an appeal.

My child has work at a higher grade than the work used as evidence. Can they appeal?

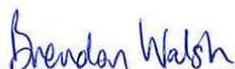
Students have already been told what evidence is being used. If they want to raise any mitigating circumstances about this, they should do so as above. Just having a higher-graded essay is not, in itself, grounds for mitigating circumstances – although this request will be recorded.

When it comes to appeals, exam boards will be considering whether any teacher acting reasonably could have used the same evidence and reached the same judgement. This is different to whether other alternatives would have been equally as valid.

If students have a genuine concern about the evidence being used, they should raise this with the school before 16th June, so that teachers can consider it.

We look forward to seeing our students again on their results day, details of which can be found in the letters sent to you from Mr Macaulay (Year 11) and Mrs Shivalkar (Year 12/13) available on our website.

Yours faithfully



Mr B Walsh
Assistant Principal



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