




# KINGSWOOD SECONDARY ACADEMY

Principal: Miss M Newman

Gainsborough Road  
Corby Northamptonshire

Telephone: 01536 741857  
enquiries@kingswoodsecondaryacademy.org  
www.kingswoodsecondaryacademy.org

 @KingswoodAcad

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Dear Parent / Guardian

## **Year 11 and 13 Centre Assessed Grades Process Update**

The JCQ final guidance has recently been published and sent to all exam centres. Senior Leaders have been working hard to implement this guidance and to work on our plans to ensure that students receive fair grades this summer. Thank you for your patience and understanding whilst we have worked through this guidance and adjusted our planning and I hope you had the opportunity to watch our pre-recorded parents' information evening last week. If not, I would encourage you to access this on our website. It is important you are aware of this guidance from the JCQ and the important difference between the process last year compared to this year:

*The centre assessment grades used as a basis for final outcomes in June 2020 were based on a different consideration to that for the current series. In June 2020, centres were asked to provide the grade that they considered the student would most likely have achieved had exams taken place. **In 2021, grades must be based on the evidence produced by students (JCQ 2021).***

JCQ have published [guidance for students and parents](#) with useful information about the process. We would recommend that you read this alongside the information that we send to you.

Throughout this process, we are keeping the following principles firmly in mind:

- Clarity of communication – we aim to ensure that our communication to parents and students is clear and easy to understand
- Transparency – we will be open about what we are doing and why we are doing it
- Opportunity – students will have opportunities to show us what they can do
- Fairness – the grades students receive should be a reflection of their performance

The purpose of **this letter** is to help you understand how evidence will be used to inform a student's overall grade. **In the next week**, you will receive a report detailing the evidence that each class teacher will be using to form your son/daughter's grades. This evidence is quality assured by exams boards who then award the grades in the summer.

### JCQ criteria for deciding the value of assessments in the grading process:

- Authenticity – is the evidence the student's own work? Students should not have been given inappropriate levels of support to complete it.
- When was the evidence produced? More recent evidence is likely to be more representative of student performance.

- What Centres were asked to do:
  - Centres should aim to use consistent sources of evidence for a class or cohort
  - Ensure that the range of assessment covers content that students have been taught over the entire course
  - Using assessment that is based on questions and mark schemes or material similar to those used by exam boards
  - The level of control the piece of work was produced under (e.g. exam conditions)
  - Marking – how much support was available when applying the mark scheme? What internal standardisation processes have been applied?

### **Personal Circumstances**

You will have the opportunity to raise any concerns about the evidence being used, for example if the evidence was affected by personal circumstances. Further details of this process will be released alongside the subject evidence list and the associated dates that these pieces of evidence were collated.

I would like to confirm the **Results Days**, which this year will be held on **Tuesday 10<sup>th</sup> August** for **A level** students and **Thursday 12<sup>th</sup> August** for **GCSE** students.

Finally, two of our key principles are those of clarity of communication and transparency. I would encourage you to read the JCQ [guidance for students and parents](#) If you then have any further questions then please email them to [enquires@kingswoodsecondaryacademy.org](mailto:enquires@kingswoodsecondaryacademy.org) We will then collate a frequently asked questions list and circulate them in a future correspondence.

I wish your sons/daughters good luck in the assessments that are being held over the next few weeks.

Yours faithfully



**Miss M Newman**  
**Principal**