



20 April 2020

Dear Parent/Guardian

Year 11 – Examination Grading Information

I hope you are well and have had a good Easter break.

My colleagues and I know you and your children are very concerned about the situation regarding examination grades. I wanted to update you on what we were doing across our secondary schools to ensure that your child receives a fair grade for each of their subjects, and that they are not disadvantaged with regard to their future plans. I include a link to a letter sent to all examination students by Sally Collier, Chief Regulator, Office of Qualifications and Examinations Regulation (Ofqual), which outlines their rationale and approach:

[Examination Grading Information](#)

Between now and half term across the secondary schools, including Hamilton School; subject leaders, teachers and senior leaders will be working together to agree the evidence-base to be used to calculate the Centre Assessed Grades and to ensure there is a standardisation process within subject teams. The evidence-base will be holistic and not based on one single element.

At each stage of the process there will be discussions with a range of colleagues to ensure that the grades are representative of the grade each student would have been most likely to get if they had taken their exam(s) in a subject and completed any non-exam assessment this summer.

For students with SEN, we will make our judgement assuming students had continued to receive any usual additional learning support, and where students have an agreed reasonable adjustment or access arrangement, we will judge the grade that these students would most likely have achieved if they had been able to sit their examinations with the intended reasonable adjustment or access arrangement in place.

We believe that the results will need to be submitted to examination boards in early June and the results will be issued to students on the published results dates in August.

Please note that we are not allowed to share provisional grades, nor rank orders, with students or parents and carers. This is to protect the integrity of the teachers' judgements, and to avoid Teachers, Heads of Department or Heads of Centre feeling under pressure to submit a grade that is not supported by the evidence. Please do not contact any member of staff regarding your child's grade or ranking as they will not respond.

The normal arrangements for reviews of marking and appeals will not apply this year, but **Joint Council for Qualifications (JCQ)** and Ofqual are considering what arrangements might be put in place to allow an effective appeal. More details of this will be published in due course and we will inform you when we have that information.

Students who feel that their grades from the summer do not reflect their ability will have the opportunity to take their exams in the autumn series or in summer 2021. If they choose to do this, students will be able to use the higher of the two grades for future progression. We will write to you separately with guidance for students who wish to take the examination at a later stage. We strongly advise that if you

suspect this is likely to be the case, that students keep up to date with their work and retain all their notes so that they can prepare for those examinations.

Ofqual has released a useful video aimed at students, outlining the next steps towards submitting examination grades:

<https://www.youtube.com/watch?v=VXuDOrtJY1Q&feature=youtu.be>.

Yours sincerely



Miss M Davies
Chief Executive Officer