



Ref: 114

24 April 2020

Dear Parent/Carer and student,

Year 11 information regarding GCSE grading for Summer 2020

As we approach the end of the first week back to remote schooling after the Easter break I am pleased to be able to write to update you on the situation for the production of examination grades for you for your GCSE qualifications.

Ofqual produced clear guidance earlier this month which was shared with you prior to the holiday and we have now been able to review the documents carefully and agree the process that we will use to produce and submit the centre assessment grades for our students.

The Ofqual documentation states that:

“As exams will not take place this summer, students’ grades will instead be based on evidence of their likely performance in the exams had they gone ahead. Schools and colleges (centres) will submit to exam boards, for each student and for each subject for which they were entered, judgements on:

- *The grade the students would most likely have received had the exams taken place, and*
- *the rank order of each student at each grade in each subject at that centre*

These will be holistic professional judgements informed by evidence of students’ performance during their courses of study, such as homework, mock exams and non-exam assessments.”

Centre assessment grades

The grades that will be submitted to the examination boards are Centre assessment grades.

How will Centre assessment grades be formulated?

Your teachers will be asked to give a grade for you for each subject for which you have been entered.

Each subject area will identify the evidence base for their subject to ensure that Heads of Department and teachers can make a realistic judgement of the grade each student would have been most likely to get if they had taken their exam in their subject and completed any non-exam assessment. Evidence may include mock exam outcomes, homework, coursework and work undertaken in the classroom during the course.

In addition to this evidence, teachers will also use their professional judgement and knowledge of their students, how they work in their subjects and their experience of how similar students in previous years have performed.

Any adjustments that would have been made for students who have been identified and tested for exam access arrangements will also be considered.



Grades will be submitted by each teacher and then moderated across the whole subject cohort by the Head of Department in discussion with teachers.

Grades and rank order will then be quality assured by Mrs Mills, Assistant Headteacher (Data and Assessment), Mr Crowther, Deputy Headteacher and Mrs Manning, Headteacher who is also the Head of Centre.

Centre assessment grades will be submitted by the Head of Centre who is required to make a declaration regarding the accuracy and integrity of both the grades and the rank order.

I would like to reassure you regarding the grades that our staff will be submitting for you. Our teachers have a very good knowledge of how you work and what you are capable of achieving and will work alongside your Head of Year and other staff that know you as part of this process. We also have a very experienced team of Heads of Department who are knowledgeable about the syllabus and its assessment and a number of them are examiners or markers in their subject.

Our assessment system has a comprehensive range of data which will contribute to this process and we have rigorous quality assurance procedures already in place for moderation of this.

How does the rank order of students work?

If there are 40 students taking Biology for example, all those with a grade 5 will be placed in a rank order where 1 is the most secure/ highest attaining student, 2 is the next most secure and so on. This will be applied to all grades to produce a rank order for the whole cohort for each subject. We are not allowed to have any students tied in the rank order.

Will I get the grades that the school send in for me?

Exam boards will standardise the grades sent in by Centres using expected grade distributions at national level, results in previous years from the Centre and the prior attainment profile of students from the Centre. Grades may be changed, but the rank order submitted by the Centre will not.

Can I do anything to influence your decision on the grades you will give me?

There is nothing that you can do to influence the grades given and the guidance from Ofqual is very clear. Students or parents/carers **must not** seek to influence our decision. Any such attempt could be deemed to be malpractice.

Will the school be able to tell me what grades have been sent to the Board?

Ofqual clearly states that:

“Centres must not, under any circumstances, share the centre assessment grades nor the rank order of students with students, or their parents or carers or any other individuals outside the centre, before the final results have been issued.”

There will therefore be no sharing of grades or ranks with anyone apart from the examination boards.

When will I get my results?

Both A Level and GCSE results days remain unchanged. They are:

A Level - Thursday 13 August 2020

GCSE - Thursday 20 August 2020

Arrangements for collection of results will be sent out to you later this term.

What will happen if I am not happy with my results when they have been published?

There will be an appeals process but the details have not been completely finalised yet. This will be made available to you at a later date. There will also be an Autumn exam series for students

who feel that their grades from the summer do not reflect their ability. More details will be sent out when we have them.

I hope that this provides clarity about how grades will be derived for you. There is a link to an Ofqual video which you might want to watch

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

and I also attach the Ofqual guidance sent out on 03 April again for your information. I would like to remind you that the Government has been clear that no students will be disadvantaged as a result of this process and that the grades that you are awarded in the summer will be equal to those issued for GCSE and A Levels from previous years.

Information will be coming shortly to all students who are hoping to return to Hitchin Girls' for their Sixth Form study. This will outline what the expectations are for transition work over the next few weeks and also the arrangements for Induction and bridging projects. If you have any queries about this, or wish to apply for the Sixth Form, Please contact Miss Stojko on tina.stojko@hgs.herts.sch.uk or on admin@hgs.herts.sch.uk

For those of you who are expecting to move to other education providers for your next phase of learning I would recommend that you contact them for guidance about any transitional work that they would like you to complete.

I hope that you are all keeping well in these very different times and that you are still checking in with your tutors and staff even though you are not now studying for your exams.

Please remain safe, stay home and take care.

Best wishes.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Frances Manning', written in a cursive style.

Frances Manning
Headteacher