

26 April 2021

**Re: Summer 2021 GCSE and A Level Assessment Update**

Dear Student and Parent/Carers,

I hope that you have made a good start to completing any in-class assessments during this important final period of your studies. I wanted to draw your attention to a couple of important aspects of assessment that will apply during this period, especially in relation to the forthcoming assessment weeks. You will normally be competing these assessments in an allocated classroom with your current class and should receive confirmation of times and locations to attend for the assessments next week by the end of Tuesday 27<sup>th</sup> April.

In my previous communications I explained that the College is deliberately using multiple assessments and past assessments to spread the impacts and risks of any one individual element, whilst giving everyone opportunities to show what you know and can do towards the end of the course. We are also making the individual assessments as short as reasonable within the guidance and are asking you to sit them in classrooms, in order to manage these as safely as possible and to limit any stress that can be associated with the assessments. Staff have worked hard to ensure the range of assessments they are using meet requirements for their exam boards and provide the necessary opportunities to show evidence of what you know and can do in ways that will be considered consistent and reliable.

While we are making efforts to minimise unnecessary formality in the way these assessments are taken, it is important to note that we still need to be mindful of any malpractice that could arise. It is critically important, for instance, that mobile 'phones are switched off, not merely on silent, and are placed in your bags rather than your pocket. Any breach of this, or any other form of malpractice, will be reported and may result in marks for that assessment not being counted towards your final assessed grade. I am attaching a guide/checklist covering the expectations when completing assessments that may contribute towards final grading, for your reference.

It is essential that you attend each assessment and it is, of course, your responsibility to make sure that you are on time for these. In the event of unavoidable absence please phone the college absence line prior to your assessment taking place. You will be required to explain the full reason for your absence and provide evidence (usually medical). For students who require further support, or have a separate Individual Assessment Plan, please also contact [welfareandskills@wqe.ac.uk](mailto:welfareandskills@wqe.ac.uk) to discuss your circumstances and how the College may help.

On behalf of all staff I wish you every success in your assessments. Your teachers will have given you advice about how best to prepare, so follow that advice, work hard, and approach these assessments with confidence.

Yours sincerely,



**Paul Wilson**  
**PRINCIPAL**