



The Crossley Heath School

Head Teacher: Lynnette Cassidy, MBA

The Crossley Heath School, Savile Park, Halifax, West Yorkshire HX3 0HG

Tel: 01422 360272 • e-mail: admin@crossleyheath.org.uk

Assessment Evidence used in the Awarding of Grades in 2021

15th June 2021

Dear Parent / Carer

I write to give you further details around how the school is awarding your child's grades this year.

At Crossley Heath we have used a range of evidence to reach a holistic judgement for each student. This includes the formal Spring and Summer Assessments sat since the Easter break under exam conditions, as well as other assessment information such as non-exam assessment (coursework) and practical performance in some subjects. Further detail regarding our processes is available in our Centre Policy, which has been approved by the exam boards and is available to view on our website in the Year 11 and 13 section.

Attached to this letter you will find a breakdown by subject of the pieces of assessed work which have been considered by departments to determine the grades. This list covers the entirety of the assessments used but we are aware that some students may not have been able to complete all of these assessments. Where this is the case we will write separately to the students concerned to outline where their body of evidence differs from those published here.

In my last letter I reminded you that any student / parent who thinks that performance in an assessment has been affected by illness or personal circumstances, should have contacted the school in advance of grades being submitted in the week commencing 14th June. Where we have considered extenuating circumstances as part of our processes we will inform you in writing that we have done so. Please note, that teachers and leaders will use their professional judgements about how to respond to mitigating circumstances; and this may vary between subjects depending on our evaluation of the circumstances.

In addition to the assessment information I have also attached some responses to frequently asked questions which you may find helpful in understanding the process this year.

I hope the above information is useful to you and gives further reassurance that the school's policy and process for awarding grades this year will be open and fair.

Yours faithfully

Jonathan Brownlie

Deputy Head, Achievement

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Frequently Asked Questions

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

National exams 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 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.

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

As part of our assessment processes the school will have put in place exam access arrangements for students requiring reasonable adjustments. 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 should raise this with the school urgently by contacting Mrs Jowett so that teachers can take that into account when determining student grades.

Can students / parents know the grade submitted?

No, we are legally obliged not to let students or parents know their submitted grade before results day.

The assessments at Crossley Heath 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 school or college.

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 other approaches.

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

All of our 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 head of department. All grades will be signed off by the head of centre.

We will also have to send a sample of work into the exam boards, ensuring that grades are fair and accurate.

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 heads of department to submit a certain grade before 18 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 by contacting Mr Brownlie at the school.

When will students receive their GCSE and A level grades?

- A Level students will receive their results on **Tuesday 10 August 2021**.
- GCSE students will receive their results on **Thursday 12 August 2021**.

The details on when and where students will collect results will be dependent on the prevailing restrictions and national guidelines. The school will write to you later this term to confirm the arrangements for results days.

How can I appeal?

If students believe an error has been made in determining the grade, they will have a right to appeal.

There are two stages to the appeals process:

Stage 1: centre review

If students think they have not been issued with the correct grade, an appeal can be made to the school, who will review whether they:

- made an administrative error, e.g. they submitted an incorrect grade; they used an incorrect assessment mark when determining the grade.
- did not apply a procedure correctly, e.g. they did not follow their Centre Policy, did not undertake internal quality assurance, did not take account of access arrangements or mitigating circumstances, such as illness.

To help students decide whether to appeal, they can request that the school shares with them the following information on results day if not before:

- their Centre Policy (already available on our website)
- the sources of evidence used to determine the grade along with any grades/marks associated with them
- details of any special circumstances that have been taken into account in determining the grade, e.g. access arrangements, mitigating circumstances such as illness

Stage 2: appeal to the exam board

If students still don't think they have the correct grade after the centre review is complete, they can ask the school to appeal to the exam board, who will review whether:

- the school or college made an unreasonable exercise of academic judgement in the choice of evidence from which they determined your grade and/or in the determination of your grade

from that evidence. A reasonable judgement is one that is supported by evidence. An exercise of judgement will not be unreasonable simply because a student considers that an alternative grade should have been awarded, even if the student puts forward supporting evidence. There may be a difference of opinion without there being an unreasonable exercise of judgement. The reviewer will not remark individual assessments to make fine judgements but will take a holistic approach based on the overall evidence.

- the school did not apply a procedure correctly, e.g. they did not follow their Centre Policy, did not undertake internal quality assurance, did not take account of access arrangements or mitigating circumstances, such as illness.
- the exam board made an administrative error, e.g. they changed a grade during processing.

At both stages of the process students will need to submit the appeal to the school and give them written consent to conduct the appeal or submit it to the exam board. **It is important to remember that grades can go down, up or stay the same through either stage of the process.** If the appeal process decides that the submitted grade was too high, students will **not** be able to keep the higher grade.

GCSE Subject	Evidence used for Determination of Centre Assessed Grade
Art and Design	NEA Portfolio of practical work produced over GCSE qualification (Y9-11)
Biology	Spring Assessment Paper 2021 Summer Assessment Paper 2021 Y10 Midcourse Examination 2019
Chemistry	Spring Assessment Paper 2021 Summer Assessment Paper 2021 Y10 Midcourse Examination 2019
Computer Science	Spring Assessment Paper 2021 Summer Assessment Paper 2021
Design & Technology	Spring Assessment Paper 2021 NEA Coursework Project 2020-21 Summer Assessment 2021
English Language	Spring Assessment Paper (Reading) 2021 Summer Assessment Paper (Writing) 2021
English Literature	Spring Assessment Paper (Macbeth) 2021 Summer Assessment Option Paper 2021
Engineering	Spring Assessment Paper 2021 NEA Coursework Project 2020-21 Summer Assessment Paper 2021
French	Spring Assessment Paper 1 (Higher Listening) 2021 Spring Assessment Paper 2 (Higher Writing) 2021 Spring Assessment Paper 3 (Higher Reading) 2021 Summer Assessment 2021 (Higher translation) for Higher entry candidates OR Summer Assessment 2021 (Foundation Writing) for Foundation entry candidates 150 word writing task on the topic of 'School' 2020
Food Technology	Spring Assessment Paper 2021 NEA Coursework Project 2020-21 Summer Assessment Paper 2021
Geography	Spring Assessment Paper 2021 (Physical and Human Geography) Summer Assessment Paper 2021 (Physical and Human Geography) Y10 Midcourse Examination 2019
German	Spring Assessment Paper 1 (Higher Listening) 2021 Spring Assessment Paper 2 (Higher Writing) 2021 Spring Assessment Paper 3 (Higher Reading) 2021 Summer Assessment 2021 (Higher translation) for Higher entry candidates OR Summer Assessment 2021 (Foundation Writing) for Foundation entry candidates
History	Spring Assessment Paper 2021 (Conflict and America units) Summer Assessment Paper 2021 (Health and the People)
Mathematics	Spring Assessment Paper 1 2021

	Spring Assessment Paper 2 2021 Summer Assessment Paper 2021
Mathematics (Further)	GCSE Maths - Spring Assessment Paper 1 2021 GCSE Maths - Spring Assessment Paper 2 2021 GCSE Maths - Summer Assessment Paper 2021 Summer Assessment Paper 2021
Music	NEA Performance NEA Composition Spring Assessment Paper 2021 Summer Assessment Paper 2021 (set works)
Physical Education	Spring Assessment Paper 2021 Summer Assessment Paper 2021 Practical Performance Assessment Personal Exercise Programme
Physics	Spring assessment Paper 2021 Summer Assessment Paper 2021 Y10 Midcourse Examination 2019
Religious Studies	Spring Assessment Paper 2021 Summer Assessment 2021