



ST MARY'S CATHOLIC HIGH SCHOOL

a Catholic Voluntary Academy

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Dear Parents/Carers

This information pack contains all the necessary information pertaining to the Year 13 Assessment Weeks 2021.

As you are aware, the assessment weeks will form part of the broad range of evidence we will draw upon to make a judgement about the grade at which our students are performing in each of their subjects. They have been designed to ensure that all students are given the best possible opportunity to showcase the level at which they are now working. This evidence will be considered alongside a wider portfolio including: achievement in non-exam assessments; the results of assignments and tests; performance in substantial class or homework; data from mock examinations; and any other records of pupil performance and capability over the course of study, including information relating to any special considerations or reasonable adjustments to be taken into account.

The assessment period will begin **on Monday 10 May 2021** and finish on **Friday 21 May 2021**.

The information below will give more details, in terms of the running order of the two weeks and any other relevant information. Please read this carefully.

Assessment Timetable information

Attached to this letter, you will find a copy of the assessment timetable. Please look at this carefully and ask your son/daughter to make a note of/highlight the assessments they have each day. Most assessments, as outlined on the timetable, will be in the morning sessions and the timings of these assessments are attached to the timetable for you and your son or daughter's reference. The PM sessions will provide a block of time each day for revision. **The majority of students will have exam leave and will only need to attend school for their exams.**

All assessments will be undertaken in the Drama Hall, except for those students with an access arrangement that requires them to sit their assessments in a different area of the school. The pupils who require this arrangement will be given extra information regarding this in advance of the assessment weeks.

Some specialist subject assessments, such as Languages and Music will be undertaken in specialist rooms.

Access Arrangements

All access arrangements have been allocated, and the relevant students will be informed by Mrs Smith before the Easter break of any extra information they are required to know relating to their access arrangement. Should you have any queries regarding this, please get in touch with myself or Mrs A. Rosling (SENCO).

It is important to note that access arrangements are only given if there is sufficient evidence, over a long period of time, that your son/daughter requires additional support to complete their assessments successfully. Access arrangements cannot be given without substantial historical evidence of additional needs.

Live, Love and Learn in the Light of Christ

Arrival at School and Registration

Students will be registered each day in the exam room where they are based and absences will be chased up.

Students should arrive in good time and be ready outside their base for **8.45am**. This will be the drama hall for the majority of students. Those with access arrangements and those taking their exams in specialist rooms should ensure they are ready outside their exam base for 8.45am.

The sixth form car park will be open as usual. Students who wish to use the car park should plan their arrival and departure times accordingly.

Equipment

Students must ensure that they are prepared each day. There is limited equipment available to supply to students on the day. Please see the suggested list below:

- A clear pencil case
- Pens – black pens only
- Pencil
- Eraser
- Calculator
- Protractor
- Ruler

Easter Revision

It is important that Year 13 students use the Easter break effectively to carry out consolidation and revision. The next few weeks are key in enabling students to evidence their knowledge and skills. Students and staff have been working hard to consolidate aspects of the course, and students have a clear plan of the content they need to master. Making good use of Easter revision time will enable students to demonstrate the skills and knowledge we know they possess.

Over the last two weeks we have discussed revision techniques with Year 13 in assembly and form time. Students are aware of how to structure and approach their revision, using a variety of revision techniques to engage actively with the material. As part of this information pack we have attached the slides shared with Year 13.

We have also sent each student a blank revision timetable for the Easter holidays and for the run up to the assessment weeks. A copy is attached to this information pack for your attention. We recommend that students plan to study **5 hours a day** over **9 days** over the Easter break, while also planning in periods of relaxation and rest.

We encourage students to plan carefully, including time to recover from a busy and stressful term. Our experience shows us that effective and targeted use of the Easter break can have a real impact on students' achievement. It will also ensure they return to school feeling well-prepared and confident.

Following the Assessment Weeks

We will consider students' performance in the assessment weeks alongside the full range of evidence in order to formulate teacher assessed grades. Comprehensive moderation, standardisation and quality assurance processes are in place at both departmental and whole school levels to ensure that grades are accurate and fair.

In line with Ofqual and JCQ guidance, will not share teacher assessed grades before Thursday 12th August.

We know that our wonderful students will continue to make us proud, and that the procedures outlined in this letter will enable them to achieve the grades they so thoroughly deserve, in addition to supporting them in preparing for the next phase of their education.

I hope you have found the information in this letter and the accompanying documents useful and informative. Should you have any further queries, please do not hesitate to get in touch.

Yours faithfully

Handwritten signature of Mr C Bradley in black ink.

Mr C Bradley
Assistant Head - Sixth Form

Handwritten signature of Mrs E Smith in black ink.

Mrs E Smith
Head of Year 13