



Grading 2021

A Murdoch
Interim Vice Principal

Timeline



Determining your grade

- Holistic review of all assessments conducted across the two year course
- Assessed on what has been taught
- Grade agreed by minimum two staff members (teacher, Curriculum leader, SLT)
- Removal of bias
 - Attendance
 - Behaviour
 - Special circumstances
 - COVID
 - Access arrangements

Use of evidence

- Curriculum leaders have strict guidelines issued by JCQ
- Schools policy followed by all staff
- Declaration forms for students to indicate their own work

Curriculum leader Checklist / Declaration

Department:


Subject level/code:

The Curriculum leader must complete the following checklist/declaration before submitting subject outcomes for internal standardisation.

Declaration	Y/N
1. Students' grades have been determined using only the evidence detailed in the subject's Assessment Record, including any variations for individual students.	
2. Where applicable, the students were given their approved access arrangements whilst producing the evidence contributing to the final grade and the access arrangements have been documented in the Assessment Record.	
3. Where applicable, mitigating circumstances (special consideration) that affected candidates in producing evidence that contributed to their grade was taken into account in determining candidates' grades according to the document JCQ <i>Guidance on the determination of grades for A/AS Levels and GCSEs for summer 2021</i> , and this has been documented in the Assessment Record.	
4. The evidence has been authenticated as the candidates' own work.	
5. Where applicable, evidence from other centres has been taken into account (e.g. when a student has moved schools or is dual registered).	
6. The grades for this year's cohort have been compared to cohorts from previous years when exams have taken place. Significant deviations are explained below.	
7. At departmental level, we have determined which evidence will be considered and the relative merits of each to be consistently applied across all candidate, where appropriate, by all teachers.	
8. At departmental level, the teaching team have considered the various sources of potential evidence against the criteria (including consistency of marking for historic assessments).	
9. A review has been completed in line with the school assessment and teacher assessed grades policies. Records have been retained detailing all staff involved in the process, work reviewed, judgements and any adjustments made at a Department level. These records are readily available.	
10. Consideration has been given to ensure decisions made are free from bias and aligned to appropriate equality and discrimination legislation.	
11. The teacher assessed grades for this subject have been signed off as being accurate using the evidence log form.	

Use of evidence

- Subject specific grade descriptors
- NEA/coursework (even if not complete)
- Mock examinations/trial examinations
- Additional assessment material
- End of topic tests
- Classroom assessments
- Records of performance (Sport, Music, performing arts etc.)
- Exact evidence recorded on the evidence log prior to grade agreement
- Similar for all students in subject – possible variation in some cases



Teacher assessed grade evidence collection form

Subject:

Student:

Evidence:	Mark:	Grade:	Comment(s):


Grade awarded:

Signed (teacher):

Signed (curriculum leader):

Final Grade:

Signed (Senior team member):

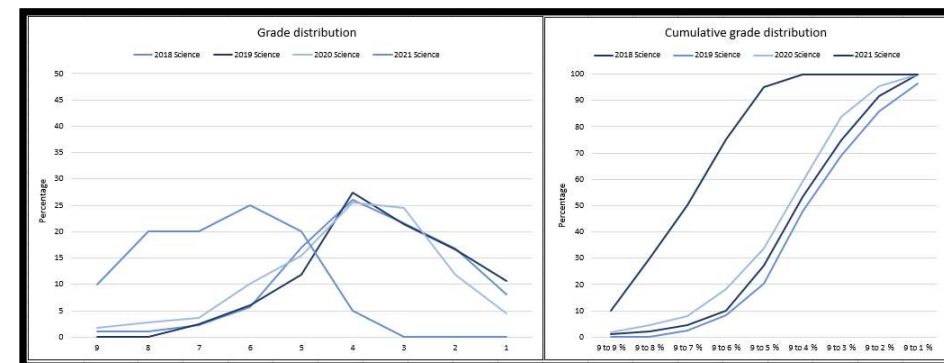
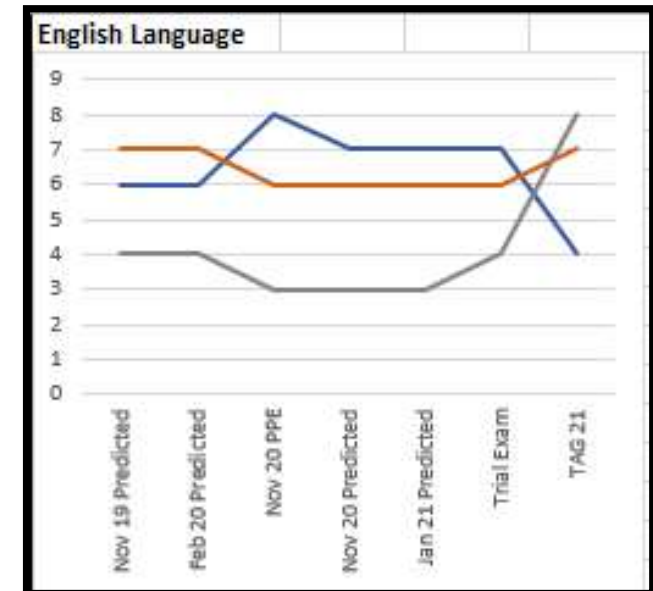


A Murdoch (Interim Vice Principal)

March 2021

Moderation (internal/external)

- Every grade for every student will undergo moderation
- Internal moderation against previous years as well as individual predictions/PPE results
- External moderation in range of subjects (Amington/Derby/Woodlands)
 - Review of anonymised assessments evidence log forms
 - Review of marking of trial examinations/additional assessment materials.



Summary

- Refer any questions to Mr Murdoch relating to the grading process/procedures/policies
- Subject specific queries direct to Curriculum leaders
- Results days – 10th August SF, 12th August QEMS
- Appeals guidance to follow