

Year 11 Teacher assessed grades draft methodology

28 April 2021

Dear Parents and Students,

I am writing to confirm the methodology for the Centre Assessed Grades which I shared in the recent webinar. I also attach a summary of the evidence being used by each subject.

Highgate Wood School wants the process of determining Centre Assessed Grades to be as clear and transparent as possible. We hope that the recent webinar and the information given in this letter fulfils this purpose.

Principles

Highgate Wood school want the process of determining centre assessed grades (CAGs or whatever the government calls them this year) to be as clear and transparent as possible. Students, parents and also teachers need to try to minimise stress at this uncertain time. Our mantra is – business as usual – imagine you are about to do your actual GCSEs in late May / early June and prepare for this.

The school is not allowed to share data with students or parents prior to the awarding of grades by the exam board.

The overall school procedure will be as follows:

1. Each department have decided on the evidence (such as assessment results) that they will use to form an overall mark as well as their weighting.
2. All the students in the year group studying that subject will be ranked from highest mark to lowest mark.
3. The Head of Department (HOD) will form an initial draft set of grades based on the following criteria:
 - a. Start with a view as to what outcomes have typically been obtained in the past in that subject.
 - b. Moderate 3a with regards to the prior attainment and effort shown by the cohort.
 - c. Further moderate by looking at the performance of the cohort in relation to grades obtained in the mocks according to the exam board grade boundaries.
4. Once the draft grades have been formulated this information is shared with the line manager and the key stage 4 lead (Mr Hartley).
5. A meeting will take place (possibly online) with all the year 11 class teachers for that subject, the line manager and the key stage 4 lead to have a professional conversation about the draft grades.
6. This meeting will finalise the grades that the school will award. In the meeting teachers or SLT can suggest rearrangement of the ranking and / or reconsidering of the grade boundaries based on the following criteria:
 - a. A student has shown that they have made rapid progress recently and that the initial aggregate mark has disadvantaged them. This would likely show if the latest exam mark was significantly better than the other exam marks and / or rank order.
 - b. A range of indicators show that the student was performing at a significantly higher level than the data shows. For instance, classroom or homework tasks show a significantly higher level of attainment than the aggregate mark indicated.

- c. There is some other reason, including special circumstances, which should lead to a higher grade / rank order being assigned. This will be strictly aligned with exam board rules on this matter and might have to be sanctioned by the exam board.
7. The grades will then be checked and approved by the head of centre (Mr Cozier) and submitted to the exam board for whatever moderation process is in place.

Appeals

The appeals process to the school is likely to be based on checking whether or not the school has made an administrative error regarding a grade or grades. An appeal to the exam board is likely only allowed if the basis of the appeal is that the school did not follow the exam board guidance.

An internal appeals process will be available in school and will follow the school complaints procedure. The student and not the parent must make any appeal, this is because the grade belongs to the student and not the parent and any appeal by a parent will not be addressed.

Further details on appeals will be published on the school website when results are published by the exam board.

Students who have missed an assessment (through illness or other know reason)

- Every effort should be made to catch up with missing assessments.
- If this is not feasible (due to excessive numbers of assessments or stress as judged by the house team / tutor) or is likely to result in a lack of robust and comparable data (as judged by the HOD) this must be made clear to the student, parent, pastoral team and KS4 lead.
- In the case of a student not being able to catch up with missed assessments (through no fault of their own) the missing data should not adversely affect the aggregate mark that is used for rank ordering.

Details by subject

This is intended as a brief overview; more details will be given in class than can be given here. Please do not assume that recently provided and publicly available exams material will be used by departments. This is a decision for individual departments and most will not publish in advance assessment materials. For most subjects our view is that material is best when it is unseen.

Small changes might be made in percentage contribution if the assessments suggest this is in the best interests of making the best judgements. This will not affect grades as such but only the initial ranking that forms the starting point of teachers using their professional judgement to decide on grades.

English Language

	Type of data	Weighting as %
1	English Language Paper 1 (December Mock)	50%
2	English Language Paper 2 (May EGA)	50%

Lessons from now until the May exams will therefore focus on Language Paper 2.

English Literature

	Type of data	Weighting as %
1	English Literature Paper 2 (December Mock – Macbeth, Unseen Poetry)	62%
2	English Literature Paper 1a (May EGA – Poetry Anthology)	30%
3	English Literature Paper 1b (Y10 assessment – Jekyll and Hyde)	8%

Lessons from now until the May exams will therefore focus on the Poetry Anthology.

Maths

	Type of data	Weighting as %	What to prepare
1	Mocks 1	25%	NA
2	Final assessment (EGA) Paper 1, 2 & 3	45%	All content up to & including year 11 for appropriate tier of entry
3	Fortnightly short in class AQA topic assessments	15%	To be confirmed & explained in class
4	AQA short assessment	15%	TBC

Note: If AQA does not provide suitable material for point 4 then this percentage contribution will be equally distributed among assessments 1-3.

Sciences

	Type of data	Weighting as %	What to prepare
1	Year 10 & 11 KAPs	10%	NA
2	Year 11 mocks 1	30%	NA
3	Year 11 online assessments and in class assessments	20%	Paper 2 content for each science
4	Year 11 2020 Final assessments (EGAs)	40%	Paper 1 and paper 2 full papers.

Religious studies (REP)

	Type of data	Weighting as %
1	In class end of unit assessments	40%
2	Final EGA 'Beliefs and teachings' and themes d & e	60%

For end of unit assessments in class revise

- 'Christianity practices'
- 'Islam practices'
- 'Theme b – religion and life'.

Art

Assessment Objective	% of final grade	Description	Evidence
AO1	25%	Develop ideas	Planning, exploring different ideas, researching and responding to artists
AO2	25%	Refine ideas	Experimenting with different materials, making test pieces, exploring qualities of materials
AO3	25%	Recording direct experiences	Drawings, paintings, frottage, notes, photographs, video recordings, recording ideas
AO4	25%	Presenting outcomes	Mini-outcomes, two day exam, homeworks, other finished pieces of work

Your work will be assessed on just one unit, the coursework unit. Usually this is 60% of your final grade, this year it 100% because the externally set assignment will not take place.

Coursework means all the work you have produced since you started the course back in September year 10. We do not mark every single piece of work you have made, but potentially everything can contribute to your final grade. We pick the best of your work in four assessment objectives.

Your work will be marked by your teachers and standardised in department. In most of your subjects your teachers do not mark your GCSE, in Art and Design that has always been the case, we are teacher examiners with many years' experience marking GCSE and A level.

Please note that upcoming two-day exam is not a terminal test. It is just one piece of the jigsaw that will go towards your final grade but we want you to have the best chance to work in a calm supportive atmosphere over ten hours without having to worry about anything else.

Computer science

	Type of data	Weighting as %
1	Mocks 1 (Component 1 & 2)	40%
2	Mocks 2 (Component 1 & 2)	40%
3	4 mini assessments	20%
4	NEA	0%

Drama

	Type of data	Weighting as %
1	NEA completed.	40%
2	Comp 1 mock2	40%
3	Comp 3 (performance) sample.	20%

- Component 2 - to be completed by the end of Spring 2 term

Food prep and nutrition

	Type of data	Weighting as %
1	NEA	50%
2	Final in school Exam	50%

Geography

	Type of data	Weighting as %
1	Mocks 1	30%
2	Paper 3 in class timed essays. Week beginning 8 th March.	10%
3	Final EGA paper 1 & paper 2	60%

History

	Type of data	Weighting as %
1	Mocks 1	40%
2	Final EGA	60%

- Final EGA is paper 1 and paper 2 (paper 1 is likely to be split over two mini papers).
- Final EGA prep: Details have been given to students on google classroom and in class.

ICT

	Type of data	Weighting as %
1	Written exam (mocks 1)	20%
2	Written exam (mocks 2)	20%
3	4 Mini assessments	10%
4	Coursework	50%

Media studies

	Type of data	Weighting as %
1	March Mock x2 papers	30%
2	Newspapers 20 mark question	10%
3	Radio 20 mark question	10%
4	NEA	30%
5	Advertising CSP – Paper 1, Section A questions	20%

The GCSE Media Studies students will be assessed on the following areas between now and May:

- Radio CSP – exam question
- NEA projects to be revisited/improved
- Advertising CSP – unseen text and CSP evaluation exam questions.

They have already completed:

- December Mocks (Paper 1 and Paper 2)
- Newspaper CSP – exam question
- Class and homework from Yr10.

Modern foreign languages

	Type of data	Weighting as %
1	Listening	33.3%
2	Reading	33.3%
3	Writing	33.3%

Music

	Type of data	Weighting as %
1	Solo Performance	30%
2	Composition 1 – Free Brief	30%
3	Final EGA	40%

PE

	Type of data	Weighting as %
1	NEA PERFORMANCE ANALYSIS ASSESSMENT	40%
2	PAPER 1 CONTENT 1. APPLIED ANATOMY AND PHYSIOLOGY 2. MOVEMENT ANALYSIS 3. PHYSICAL TRAINING MAY EVIDENCE GATHERING EXAM AND END OF TOPIC TESTS	30%
3	PAPER 2 CONTENT 4. SPORTS PSYCHOLOGY 5. SOCIO-CULTURAL INFLUENCES 6. HEALTH, FITNESS AND WELL-BEING MAY EVIDENCE GATHERING EXAM AND END OF TOPIC TESTS	30%

Resistant materials & Textiles

	Type of data	Weighting as %
1	NEA	50%
2	Final in school Exam (EGA)	50%

Sociology

	Type of data	Weighting as %
1	In Class Assessments	10%
2	Paper 1 (May EGA)	50%
2	Paper 2 (May EGA)	40%