

27 September 2024

Dear Parents and Carers

Year 13 Curriculum, Assessment and Examinations

We hope that students have made a positive return to school and that they are looking forward to a fulfilling final year at school. We are writing to remind you of some of the assessment requirements of the A Level courses, share important information with regard to access arrangements for public examinations and highlight the timings of Year 13 trial examinations, Consultation Evening and reporting arrangements.

In December, you will receive a progress update gradesheet, which will contain Attitude to Learning (AtL) grades and teacher forecasts. This will be followed by an online **Year 13 Consultation Evening, on Wednesday 11 December 2024**, which will provide an opportunity for you to discuss these grades, forecasts and progress to date.

Year 13 trial examinations will take place between **Monday 3 and Friday 14 February 2025**.

In **late March 2025** you will receive a subject and pastoral report for your child, which will include the trial examination results, updated forecast and AtL grades.

Non-Examination Assessment (NEA), more commonly referred to as coursework, forms part of the overall assessment in many subjects in the Sixth Form. In order to help our students to achieve their full potential, all requests for absence during periods of coursework will be refused, except in the most exceptional of cases. All Year 13 students will be reminded of the regulations with regard to non-examination assessment. The NEA calendar for the A Level courses is available on the school website (*under Parents, Letters to Parents, [GCSE & A Level Information and Letters](#)*).

We would also like to draw your attention to the following documents, all of which are available on the school website:

- 'Information for Candidates' documents that are distributed by JCQ on behalf of the examination boards, explaining the regulations with regard to examinations, non-examination assessment and social media
- JCQ 'Information for Students – Privacy Policy'
- The school's Non-examination Assessment Policy
- The school's 'Examination Policy'
- The school's 'Accessibility policy in relation to examination'

For reference, the examination boards used at Parmiter's are listed below.

Examination Board	Subjects
AQA	Biology, Drama & Theatre, Design & Technology, English Literature, Economics, French, German, PE, Physics, Psychology, Music, Spanish, Sociology
OCR	Chemistry, Computer Science, Religious Studies
Edexcel	Art, Business, Further Mathematics, Geography, History, Mathematics, Photography, Politics

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Access arrangements for public examinations are put in place to allow students with special educational needs, a physical disability, a long-term medical condition, a psychological condition or temporary injury to access the examination or assessment. Examples of access arrangements may include a modified examination paper, extra time, supervised rest breaks or a live voice in a listening examination. In general, these must be applied for and agreed well in advance of an assessment. If you believe that the school should be applying for access arrangements on behalf of your child and **we are not currently aware** of any special educational needs, physical disabilities, long-term medical or psychological conditions, please email our Curriculum Support team as a matter of urgency (sendept@parmiters.herts.sch.uk).

Homework

Sixth Form students are expected to manage their own time outside of lessons. Students have a number of periods in their timetable when they are not in taught lessons. Students are expected to use this time productively to complete independent study and work set by their teachers. They should bring their own devices (laptops, tablets, etc.) to help facilitate this, as computers are not available in all the study spaces.

This letter, and the documents we refer to, are available on the school website. We would encourage you to familiarise yourselves with the following areas on the website:

- *Parents - Letters to Parents and Carers - GCSE & A Level Exam Information and Letters (including JCQ documents)*
- *Parents - Letters to Parents and Carers - Curriculum, Homework, Assessment & School Exams*
- *About us - Policies*

Thank you for taking the time to read this important information.

Yours sincerely



Mr A Baker / Mr B Hughes
Deputy Headteachers



Mr T Henson
Head of Sixth Form / Assistant Headteacher