

27 September 2024

Dear Parents and Carers

Year 11 Curriculum, Assessment and Examinations

We hope that your child has made a positive return to school and started Year 11 with renewed focus on their studies. We are writing to remind you of some of the assessment requirements of the GCSE courses; share important information with regard to access arrangements for public examinations and highlight the timings of Year 11 trial examinations, Consultation Evening and reporting arrangements.

In **late October**, you will receive a gradesheet giving an Attitude to Learning (AtL) and GCSE forecast grade for each subject. You will be able to hold follow-up discussions with teachers on **Wednesday 6 November** at our Consultation Evening. This consultation evening will take place in school.

Year 11 trial examinations will take place between Wednesday 4 December 2024 and the end of term. We hope that this timing will allow students, and families, to enjoy the Christmas holidays and that students will return to school in January with renewed focus and energy. Please do not book any appointments or make any other absence requests for this period.

At the end of **January 2025**, you will receive a full subject report including your child's trial examination grades from the December papers and updated forecasts. A final gradesheet, including a pastoral report, will be published in **April 2025**.

Non-Examination Assessment (NEA), more commonly referred to as coursework, continues in many subjects in Year 11. The level of supervision when completing these tasks varies between subjects and ranges from formal supervision (examination conditions) to limited control, where students will still have access to internet resources, etc. The relevant heads of faculty/department will be able to provide you with further information, if required. Further information may also be available on the examination board websites.

The NEA work completed will contribute to their final GCSE grade (with the exception of English where the outcome is reported separately to their English grades, but will be shown on their examination results certificate) and so it is critically important that students engage fully and complete work by the set deadlines. This will ensure they are able to take advantage of any opportunities for feedback and submit their work by the final deadlines. In order to help our students achieve their full potential, all requests for absence during periods of coursework and school examinations will be refused, except in the most exceptional of cases. The NEA calendar for Year 11 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'

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

Examination Board	Subjects
AQA	English (Language & Literature), Science (all), Modern Foreign Language (all), Computer Science, Design & Technology, Food Preparation & Nutrition, Music, Physical Education
OCR	Drama, Economics
Edexcel	Mathematics, Art, Art Textiles, Business, Geography, History, RS

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 as a matter of urgency (sendept@parmiters.herts.sch.uk) our Curriculum Support team.

Attendance & Punctuality

We would like to take this opportunity to remind you that we ask parents/carers not to take students out of school during term time. We would also appreciate that all dental and non-urgent medical appointments are made out of school hours; this is particularly important in the assessment weeks detailed above. The Attendance Policy and information about reporting absences are available on the school website ([under Parents, Attendance & Reporting Absence](#)).

Homework

Your child will have received the homework timetable for this year. Please note that teachers will sometimes set a longer piece of homework which is intended to cover several homework slots; students will be advised of this and all the relevant details will be available on Google Classroom.

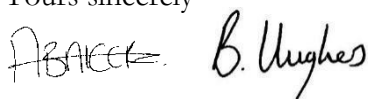
The Year 11 homework timetable and the school homework policy (which is within the [Teaching & Learning Policy](#)) are available on the school website. We encourage you to read the homework policy, which includes a guidance sheet for parents/carers and also guidance for students.

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