



HECKMONDWIKE GRAMMAR SCHOOL

RGT/JDN

16 April 2021

Dear Year 11 Students, Parents & Carers

Before I begin, can I apologise for the length of this letter. Whilst it is long, it does contain important information for Year 11 students and parents regarding the final arrangements for the year. You have also been sent a declaration form that I refer to further on in this communication. Students will also be issued with their final timetable and seat numbers.

The areas discussed in this letter will be as follows

- GCSE Grades
- Special Consideration
- Results Day and Appeals
- Celebration events

GCSE Grades

Following on from the release of the JCQ guidance on GCSE grades we are now in a position to give you further information on how grades will be awarded this year.

Firstly, they are now being called Teacher Assessed Grades (TAGs), rather than Centre Assessed Grades (CAGs), whilst this is not especially relevant with regards to how they will be decided, it is important that you know that the acronym has changed and from now on they will be referred to as TAGs not CAGs.

Secondly, I am pleased to report that the JCQ guidance released as we started our Easter break was very much aligned with the plans that we had previously communicated with you. By this we mean that how we are required to generate the TAGs is pretty much exactly how we planned to do it. The only additions are in relation to some small admin requirements every school is obliged to have in place according to the TAGs Centre Policy Document, more on this below.

We need to inform all students what evidence is going to be used to generate their TAGs and this information will go live on our website on 30 April, and you can access it via the following link <https://www.heckgrammar.co.uk/students/examinations/teacher-assessed-grades-information> .

Heckmondwike Grammar School, High Street, Heckmondwike, West Yorkshire, WF16 0AH
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Headteacher: Mr P Roberts

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On this website page you find all the information that students and parents need to understand the TAG process including:

- Centre Policy Document
- Malpractice Policy
- JCQ Guidance for Students, Parents & Guardians Summer 2021
- Details for Special Consideration

It is crucial that all students and parents take the time to read the documentation. Once students have had the opportunity to look through this information they will be required to complete a declaration and an authentication form to confirm they have read this information and understood its content as well confirming that all work they have produced is their own. The form will be given to students in one of their assessments towards the back end of the cycle to allow them as much time as possible to read the information on the website. For their early perusal, a blank copy of the declaration form has been sent to you along with this letter. This is for your information only, please do not return this form – it will be distributed by staff at the end of one of the assessments. If you have any questions regarding this form, its contents, or any of the documents on the website regarding TAGs please do not hesitate to contact us.

Special Consideration

Every year there is an opportunity for parents and students to inform school of any circumstances that we should be aware of that may impact upon a student's performance in an exam series. This year is, of course, no different and is usually described thus:

- Are there any mitigating circumstances to be considered that may have caused disruption to a student's Teaching & Learning e.g. illness or personal circumstances?

Due to the global situation there is an extra aspect that you may consider, and it comes under the heading "COVID related disruption" and refers to the following:

- Did the student face additional disruption to their Teaching & Learning as a result of COVID-19 in comparison to their class peers.

If you think your child may need special consideration under either of these situations please send an email to exams@heckgrammar.co.uk outlining the circumstances. Please put "Special Consideration: student name" as the subject title of the email. The deadline for this to occur is 20 May at 9.00am. Any relevant information will then be taken into consideration before TAG decisions are finalised. If we require any further information with regards to special consideration we will contact you via return of email.

Results Day and Appeals

As you will be aware the results days usually towards the back end of August and spanning two different weeks have been changed for this year. A 'level results will be distributed on 10 August, and GCSE's on 12 August. Further details about what will happen on these days and the appeals process will be given out in due course.

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Celebration Events

As you will be aware, Year 11 assessments commence on Monday 26 April. Students should continue to attend school as normal, and will follow their normal timetable when not in exams. Adjustments will be made to the time of the Year 11 lunch break to ensure students can eat before afternoon exams take place.

Year 11 students will be on study leave from the end of their maths exam on Tuesday 11 May. This exam ends at 11am and students will be free to leave school at this time.

Wednesday 12 May to Wednesday 19 May is Contingency Week. Students will be on study leave, but should be available to come into school if required. Some students will have their practical assessments in PE and Food during this time.

On Thursday 20 May, all students will be expected in school to complete their book return and attend the final assembly of Year 11. Students should arrive to school as normal, in full school uniform, and will spend the first part of the day with their form groups and tutors. During this time, each form group will be allocated a time to return all school textbooks and locker keys. If students wish to have a shirt signed, they should bring a spare shirt with them on this day.

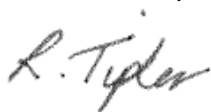
There will then be a final assembly for all students where we will celebrate the achievements of students in the year group and remember their time in years 7 – 11. A lunch will be provided for students, before they are dismissed at 1pm.

Monday 24 – Friday 28 May is Y11 Bridging Week. Students will remain on study leave, but will have a series of activities to complete in preparation for the next academic year. After the half term holiday, students will be invited to participate in a taster event which will give them a greater insight into what to expect in year 12 and how to prepare for the next steps in their journey.

Finally, lockdown permitting, the Year 11 Prom will take place on Saturday 17 July at the Holiday Inn, Clifton. Further details of this will be shared as they become available, however we recommend that students do not make any purchases or bookings related to this until the government announcement in June confirms the easing of lockdown measures.

Once again, I apologise for the length of the letter but as you will appreciate we have had a lot of important information to give out.

Yours faithfully,



Richard Tipler
Deputy Headteacher