

Dear Parent/Guardian,

I hope you and your family are well and keeping safe. Although the College campuses will remain closed for the foreseeable future, College operations will nevertheless continue as planned, albeit online. The summer term begins on Monday 20<sup>th</sup> April and I would like to give you information about College activities this term, and expectations of Year 1 students.

As you are aware, final year students will not be sitting their A Level or Diploma examinations and will no longer be required to complete coursework. Final year students will be awarded a calculated grade, which will be a function of grades submitted by the College to awarding organisations that will be moderated against students' prior attainment and College outcomes in previous years.

The Department for Education (DfE) have announced that grades will be published on the scheduled awards days: 13<sup>th</sup> August for A Levels, and 20<sup>th</sup> August for GCSEs. Schools and colleges have been told that they must not share their Centre Assessment Grades with students, parents or guardians under any circumstances. While I realise your son/daughter is not a final year student this year, I would nevertheless be grateful if you did not ask teachers, or anyone else at the College, to talk about the grades the College will be submitting to awarding organisations.

For Year 1 A Level and Diploma students, the picture is very different. Examinations and submission of coursework in summer of 2021 will go ahead as planned. It is therefore essential that Year 1 students continue to engage in their studies this term, completing coursework and assessments as required by their teachers, in order that they gain the full knowledge and understanding of their subjects and are able to achieve the outcomes they would like to achieve next year.

Your son/daughter will receive information from their teacher(s) on the content of their course that will be covered this term, and will receive instructions on how your son/daughter will be expected to engage with their teacher(s) and fellow students online during the term. I would like to ask that you encourage your son/daughter to follow their teacher's instructions and continue with their studies as much as possible.

As well as running classes online, we are planning to run a virtual Year 1 student parents' information evening in May that we would like to invite you to. We will also be holding a virtual Awards Ceremony in June and virtual open days for students who are considering coming to The Henley College.

I'd also like to let you know that the College has experienced an unexpected IT issue over the last three weeks, and this has affected a small number of our systems, including LearnZone, which is currently unavailable. Our remote learning resources via our improved Microsoft Teams environment and email system are however unaffected. We are working with IT experts to get everything back up and running as soon as possible and will keep you updated with any developments.

I'd like to assure you though that the temporary loss of access to LearnZone has no impact on your son's/daughter's online learning experience, which will take place through email and Microsoft Teams.

Below is a list of frequently asked questions on Year 2 students' calculated grades, for your information.

Yours faithfully,

Satwant Deol  
Principal

### **Frequently Asked Questions - Calculated Grade Guidance**

#### **How will my final grade be awarded?**

You will be awarded a 'calculated grade'. The calculated grades process will take into account information provided by teachers about predicted grades and non-exam assessment (such as mock exams and coursework). Exam boards will then combine this information with government data on prior attainment (i.e. GCSE) and typical projected progress.

Ofqual states, 'we know that simply using predicted grades would not be fair to all students ... students' final grades will not necessarily reflect their predicted grades'.

#### **How important is my predicted grade?**

Ofqual have stated 'we are not awarding students their predicted grades'. They will develop a fair and robust process that takes into account a broad range of evidence, including teacher assessment and prior attainment.

#### **How important will my mock exam results be?**

Mock exam results will be one of the pieces of evidence that will be taken into account. Ofqual will be providing further guidance on how this will be done but this will be in combination with other evidence.

#### **How important will my GCSE grades be?**

Ofqual will consider carefully how to ensure the process is as fair as possible, which is likely to include considering measures that reflect how much progress a student would have been likely to have made in the light of their GCSE outcomes.

#### **What about my coursework?**

The calculated grade process will take into account a range of evidence including non-exam assessment and the approach will be standardised between schools and colleges.

#### **What if have started my coursework but it is not finished?**

Exam boards will provide advice on this to schools and colleges as soon as possible but you should continue with this work as it will most likely form part of the non-exam assessment process.

#### **What about my university application?**

The calculated grades awarded will be formal grades, with the same status as grades awarded in any other year. University representatives have already confirmed that they expect universities to be flexible and do all they can to support students and ensure they can progress to higher education.

**Will I be able to appeal my calculated grade?**

The exam boards will work closely with Ofqual to ensure candidates are awarded a fair grade that recognises the work they have put in. If you do not believe the correct process has been followed in your case you will be able to appeal on that basis.

**Will I be able to sit an exam next year instead?**

If you do not feel their calculated grade reflects your performance, you will have the opportunity to sit an exam, as soon as is reasonably possible after schools and colleges open again. Ofqual has also said students will also have the option to sit their exams in summer 2021.

**For the full government guidance, please see:**

<https://www.gov.uk/government/news/how-gcses-as-a-levels-will-be-awarded-in-summer-2020>