



Centre Determined Grades Assessment information for pupils & parents

March 2021

This document outlines how pupils will be assessed this year. The assessment window will take place over 7 weeks from April 12th – May 28th (the first summer ½ term). During this window, in addition to revising subject materials from each course, we will be using a variety of assessment methods, including past papers and other WJEC materials that contains evidence of attainment over a breadth of the course. This will help us gather evidence to determine a subject grade.

The aim of the assessment is to gather sufficient evidence of each learner's knowledge, skills and understanding to be able to determine the appropriate grade. Evidence of high achievement in a narrow aspect of the specification will not, on its own, justify a high grade. The Centre Determined Grade will be a representation of a pupil's level of attainment based on assessment evidence. We have put plans in place to keep Covid19 disruption to a minimum, no one will be disadvantaged due to this.

To ensure this process is effective and robust, a cross section of assessment materials will be standardised across the Local Authority and a sample of pupil work will be moderated internally at department level and by the Senior Leadership Team. Subject grades will be given to pupils during the week of the 14th June 2021 but are subject to WJEC moderation. Final grades will be released to pupils by the WJEC on the 12th August 2021.

INTRODUCTION

In the absence of an exam series, and ongoing disruption to teaching and learning, centres will be determining the GCSE grades awarded to learners in summer 2021.


The school assessment and quality assurance processes policy aims to provide clear guidance of the schools approach to assessment and quality assurance of the Centre Determined Grades based on the evidence which has been produced in accordance with the WJEC Qualification Assessment Frameworks. This guidance gives an overview of what decisions teachers need to make, how they should make those decisions and what types of evidence should be used to support those decisions. This plan only applies to GCSE qualifications.

FORM OF ASSESSMENT

Whilst we will be mainly using past papers to 'fill in the assessment gaps' during the assessment window we will also consider other forms of evidence that will help inform pupil grades. The Centre Determined Grade will be generated using the following evidence in line with WJEC adaptations published in September 2020:

- **Adapted Past Paper Questions**
WJEC have provided a range of past papers which can be adapted where appropriate, to suit the programme of learning and may be used to provide sufficient evidence of each learner's knowledge, skills and understanding.
- **Non-Examination Assessment**
Non-Examination Assessment will also be used to inform centre determined grades. NEA is fundamental to the development of knowledge, understanding of skills in subjects with significant practical elements and therefore will form part of the overall assessment of learner's work.
- **Other contributing evidence.**
Other contributing evidence may include a range of activities completed by the learner during the course of study for the qualification. Evidence may include any assessed work which has been completed in school or at home, if the school is assured it is the learners own work. Other contributing assessment evidence includes mock examinations, class based completion of past paper questions and/or practical assessed work.

The most robust evidence will be considered to be the best form of evidence. Please see the chart below.

Evidence ranking	Robustness of evidence	Range of assessment	Type of assessment used
1	Most robust form of evidence 	WJEC new assessment materials	WJEC Past Paper Assessments
2		Assessment completed under examination conditions	Past paper questions NEA (single award)
3		Assessment completed under test conditions	Past paper questions
4		Assessment completed by the learner not under test conditions. The assessor can confidently determine that this is the pupils own work.	Completed online assessments during lockdown to support CDG evidence

The number of pieces of evidence required to support judgements is prescribed by the departments. Each learner will have a portfolio of clear evidence to demonstrate the sound, impartial determination of the correct grade (*evidence of high achievement in a narrow aspect of the specification will not, on its own, justify a high grade*). Teachers will ensure all learners are given reasonable opportunity to demonstrate attainment in areas of the qualification. Where possible, existing evidence will be used to support judgements.

Where learners have agreed access arrangements or reasonable adjustments (e.g. a reader, a scribe or modified paper), the school will make every effort to ensure these arrangements are in place when assessments are being taken. Where, for some reason, this has not been possible (e.g. existing evidence where arrangements were not in place), this should be reflected in the final judgement and documented within the rationale for grade decisions for the pupil.

Learner work will assessed during the assessment window and moderated grades will be submitted by the 28th May. Following whole school moderation and the internal reviews, grades will be submitted to pupils on the TBC, Following the agreed format.

ASSESSMENT IN THE CASE OF FURTHER LOCKDOWN

In order to minimise the number of pupils affected in the event of a positive Covid19 case we have created a bespoke timetable to minimise bubble size.

Each subject will be allocated a whole day with their classes for the purpose of assessment and evidence gathering as required by the WJEC on a fortnight rotation (see timetable below).

However, if teaching and learning becomes further disrupted, due to additional lockdowns, self-isolation etc., work may need to be completed at home. Where evidence is used which was completed at home, to minimise the risk of plagiarism or candidate and centre malpractice, work will need to be authenticated using any or all of the following methods:

- Conducting a question and answer session with the learner to check their understanding and to help decide whether work is authentic. Teachers will keep a record of the questions asked and notes on the candidate's responses.
- Online video conferencing to observe working and discuss progress with the learner.
- Comparing learners performance at home with work completed within the classroom
- Setting specific timescales for the work to be started and finished, and keeping records of when the work was produced. This should be in days rather than weeks.
- Reminding learners of the risks of getting help at home from family members which could constitute over assistance.

ASSESSMENT TIMELINE

The Assessment window takes place between 12th April and 28th May 2021.

Pupils will be in subjects for specific dates following the Year 11 provision. Assessments in each subject will take place on these days. Pupils are encouraged to bring their own device to school. There will be a bespoke timetable for Year 10 pupils (who are sitting English/Maths) that will be sent out after Easter.

Provision Schedule:

**The draft below is a provision timetable and subject to change as the provision is evaluated over time.*

CDG Assessment Window WEEK 1				
Monday 12 th April wk2	Tuesday 13 th April wk 2	Wednesday 14 th April wk2	Thursday 15 th April wk2	Friday 16 th April wk2
Option A JC AE GT SR LW DE EE CB DPW LC EB	Option C NE GJ RPT LW LC LMM EB	English/Welsh DL SK RMF SB ES JJ	English /Welsh FG LG CLM SB ES RR	Science AT CF ARM SEP MT SH JJ

CDG Assessment Window WEEK 2				
Monday 19 th April wk1	Tuesday 20 th April wk1	Wednesday 21 st April wk1	Thursday 22 nd April wk1	Friday 23 rd April wk1
Maths JM CW HH GP GS DB AR2	Option B AD HF RM BRM LB GT EB KE RO	Science AT CF ARM SEP MT SH JJ	Option D RPT JG KL GT LC GJ CF AT EB	English FG LG CLM DL SK RMF

CDG Assessment Window WEEK 3				
Monday 26 th April wk2	Tuesday 27 th April wk2	Wednesday 28 st April wk2	Thursday 29 th April wk2	Friday 30 th April wk2
Option A <i>JC AE GT SR LW DE EE CB DPW LC EB</i>	Option C <i>NE GJ RPT LW LC LMM EB</i>	Maths <i>JM CW HH GP GS DB AR2</i>	Science <i>AT CF ARM SEP MT SH JJ</i>	English <i>FG LG CLM DL SK RMF</i>

CDG Assessment Window WEEK 4				
Monday 3 rd May	Tuesday 4 th May wk1	Wednesday 5 th May wk1	Thursday 6 th May wk1	Friday 7 th May wk1
	Option B <i>AD HF RM BRM LB GT EB KE RO</i>	Science <i>AT CF ARM SEP MT SH JJ</i>	Option D <i>RPT JG KL GT LC GJ CF AT EB</i>	English <i>FG LG CLM DL SK RMF</i>

CDG Assessment Window WEEK 5				
Monday 10 th May wk2	Tuesday 11 th May wk2	Wednesday 12 th May wk2	Thursday 13 th May wk2	Friday 14 th May wk2
Option A <i>JC AE GT SR LW DE EE CB DPW LC EB</i>	Option C <i>NE GJ RPT LW LC LMM EB</i>	Maths <i>JM CW HH GP GS DB AR2</i>	Science <i>AT CF ARM SEP MT SH JJ</i>	30th April English <i>FG LG CLM DL SK RMF</i>

CDG Assessment Window WEEK 6				
Monday 17 th May wk1	Tuesday 18 th May wk1	Wednesday 19 th May wk1	Thursday 20 th May wk1	Friday 21 st May wk1
Maths <i>JM CW HH GP GS DB AR2</i>	Option B <i>AD HF RM BRM LB GT EB KE RO</i>	Science <i>AT CF ARM SEP MT SH JJ</i>	Option D <i>RPT JG KL GT LC GJ CF AT EB</i>	English <i>FG LG CLM DL SK RMF</i>

Monday 24 th May wk2	Tuesday – Friday 25 th May - 28 th May
Maths <i>JM CW HH GP GS DB AR2</i>	Assessment schedule TBC to meet learner need

Year 11 Daily Schedule:

Pupils arrive at school for 8.30 and go straight to their allocated teacher and classroom. Registration will be taken during the first session. Lunch will be available in the canteen at 11.05am. Classes will be called for in turn to secure class bubbles. Pupils will return to their class supervised by a support member of staff for 60 minute break.

MODERATION FRAMEWORK

An internal quality assurance process is required to ensure consistency in grade decisions across the school. The moderation framework will include the following:

Departmental moderation and sampling

- Assessment – teachers will assess all learners work using the WJEC mark schemes to ensure consistency in the application of assessment criteria and standards. Teachers will create a portfolio of evidence for each learner.
- Standardisation – department meetings will be utilised to ensure a common understanding of the application of awarding of marks and further training and support will be made available for department staff utilising the network for teachers
- Department Moderation – departments will involve all department staff. The sample will be identified by the subject leader and approved by the line manager within senior staff. In instances where it is deemed necessary to adjust a teacher’s decision to bring judgements into line with those of other teachers within the department or the school, the adjustment must be recorded on the internal moderation form.

Whole school moderation and sampling

- School Moderation – departments will be required to submit a sample of final teacher judgements, which reflects each grade descriptor to their line manager within the senior staff. The Head, assessment lead, Pastoral lead and ALNCo will moderate sample learners with the Head of Department from across the breadth of the curriculum. The CPO and Examination Officer will be responsible for the moderation of learners who meet the specified criteria of special considerations.
- Horizontal moderation – the SLT CDG team will take a cross section of pupils from across the grade boundaries to moderate work horizontally. e.g. a pupil who is achieving largely A/B grades to check for consistency across the range of subjects. This will be done across a range of grades.

Evidence produced will be assessed and verified by different members of staff. The sample will consist of a range of student profiles.

- The breadth of grades (where possible)
- A cross section of male and female
- FSM pupils
- More Able and Talented
- Additional Learning Needs
- Learners with access arrangements
- Other protected characteristics which have not already been cited

WJEC TIMELINE

Timeline

SUMMER 2021 – KEY DATES TIMELINE FOR LEARNERS



**Provisional date*

The Appeals Process

Appeals Process for GCSE, AS and A level qualifications summer 2021

The appeals process for summer 2021 has three stages. The first stage is completed before results days and is run by your school or college. The second stage is after results day and is run by the Exam Board WJEC. The final stage can only be requested after stages 1 and 2 have been completed and is run by QW.

Your school or college will be producing Centre Determined Grades for every GCSE AS or A level that you have been entered for this year. It is important to note that these Centre Determined Grades are provisional until qualification grades are issued by WJEC on results days.

STAGE 1

In June, your school or college will share your provisional Centre Determined Grade with you. You can ask them to review it and/or correct any errors before it is submitted to WJEC. This could lead to your provisional grade being higher or lower than it was before the centre review.

STAGE 2

After results day, you can appeal to WJEC through your school or college, if you feel that the judgement made by your school or college of your grade is unreasonable and/or an error in the process has been made. If WJEC decide there has been an error or that your grade is unreasonable you will be awarded a new grade. This grade could be higher or lower than the one you appealed.

STAGE 3

Following completion of a Stage 2 review, you can request an Exam Procedures Review Service (EPRS) from Qualifications Wales to check whether WJEC has followed the required procedures. This is the final stage in the appeal process.

There will be more detailed information made available to help to guide you through the appeals process after Easter.