

NEWPORT GIRLS' HIGH SCHOOL ACADEMY TRUST



SIXTH FORM ASSESSMENT & GRADE PREDICTION POLICY

Policy written by:	Head of Sixth Form
Policy written/reviewed:	January 2018
Next review due:	Academic Year 2020/21
Statutory Governor Approval:	N/A

Context

Since all A levels are now linear there is a need for a robust approach to internal assessment to ensure that progress is being in line with target grades. In addition it is necessary to ensure that predictions for UCAS and other applications are realistic but also take account of likely progress over the course of the final year.

Target grades

In Year 12 target grades are set during the first term to take into account the grades achieved at GCSE. These will be used throughout the course as an internal progress and attainment measure. They will not inform any later predicted grades.

Year 12 Assessments

Formative assessment will be ongoing in all subjects but in January of Year 12 all subjects will carry out a more formal assessment, in class during normal lessons so that a simultaneous measure across all subjects can be taken. This will enable subject staff, form tutors and the head of year to provide appropriate advice about how any necessary improvements might be made at an early stage.

The mock examinations in the summer term of Year 12 will be the key basis of the grade prediction given that this will be the closest experience to the final exams. Ongoing attainment will have a smaller role in the overall decision but a student will usually only be predicted one grade higher than this and in exceptional circumstances where there is consistent additional evidence of higher achievement across the year they may be predicted two grades higher.

After the summer mock examinations, students will be made aware of their proposed predictions via their report and one to one discussions with respective teaching staff. These predictions are given specifically at this point so that they guide the student's planning of places and courses to apply for. If they are applying to University they should use the UCAS offer tool to help them judge where to apply. We will always recommend at least two places that are roughly consistent with predictions, one that is below and no more than two aspirational applications. In the past this has served students well and resulted in a reasonable number of offers.

Retake opportunity

Where students have not achieved the prediction that they hoped for they may apply to take an additional mock in one or two subjects. These retakes will be scheduled within the first week of Year 13 and will thus involve significant commitment over the summer. Where there is a significant improvement in the grade from the summer examination a review of the UCAS prediction can be made and the student will be informed of this outcome. Thereafter the UCAS process will be under way and the grades cannot be changed.

It will be a clear advantage for the student to set high standards from the start and address immediately any feedback that is given by subject staff to facilitate progress. A solid year 12 performance will not only lead to predictions that leave the student with as wide a number of options as possible, but will provide the best platform for overall success.

Year 13 assessments

There will be a further mock examination week at the end of November of Year 13 which will provide students with an update of how well they are achieving in relation to their predicted grade and once again advice will be provided to maximise the likelihood of the student achieving the predictions and attaining the placement or course that they want. All further reporting in Year 13 will be in relation to predicted rather than the target grade.

Requesting a change to a predicted grade

Students who are unhappy with a predicted grade should first speak to their subject teacher(s). If a grade is enhanced as a result of this conversation, conditions may be set to ensure that the student is able to maintain this enhanced grade throughout the remainder of Year 13.

If no change is made and the student wishes to pursue the matter further, the student must discuss this with the Head of Sixth Form. The Head of Sixth Form will then take into account the student's

- a) recent assessment results
- b) past performance throughout Year 12
- c) institutions the students is applying to
- d) course(s) the students is/are applying to

as well as the historical student performance / national trend in the subject concerned. The Head of Sixth Form may then decide to discuss the matter with teachers on the student's behalf before reaching a final decision.

Right of Appeal

After completing this process, any grade appeal must be addressed in writing to the Headteacher, whose decision is final.