

May 2021

Dear Students, Parents and Carers,

I am writing to provide students, parents and carers with an update in terms of the awarding of teacher assessed grades (TAGs) for **BTEC, WJEC and CACHE courses** this summer for students in **Year 13**.

A separate letter regarding the award of unit-level TAGs for Year 12 students and year 13 students completing an Applied General year 12 qualification will follow in due course.

We hope you were able to join our online information event about the awarding of grades earlier in the year. If you missed this, please do take a look at our recording of the event at

<https://vimeo.com/524180121/eacf6a7450>

How will grades be awarded for BTEC courses this summer?

For BTEC courses, teachers will determine TAGs using a combination of:

- The internal assessments that have been submitted by students throughout their time at college
- The unit-level grades that were awarded for units that were due to be completed during the first college closure between March and July 2020

In using the above evidence to determine TAGs, teachers will consider the strongest combination of units, in line with the 'Adaptations to Assessment' that were put in place by the exam board prior to the second college closure in January 2021. Therefore, the number of units that will be considered will depend on the size of the qualification, as follows:

- For BTEC Subsidiary Diploma courses (often referred to as 'singles'), where up to 60 credits worth of work has been assessed or awarded previously, teachers will consider the strongest 50 credits worth of internally assessed units or unit-level grades awarded in 2020
- For BTEC Diploma courses (often referred to as 'doubles'), where up to 120 credits worth of work has been assessed or awarded previously, teachers will consider the strongest 100 credits worth of internally assessed units or unit-level grades awarded in 2020
- For BTEC Extended Diploma courses (often referred to as 'triples'), where up to 180 credits worth of work has been assessed or awarded previously, teachers will consider the strongest 160 credits worth of internally assessed units or unit-level grades awarded in 2020

In normal times, the awarding body would use a calculation method to determine the overall qualification grade for each student, based on the internally assessed unit grades that have been completed. To support teaching staff in determining the qualification-level TAGs this year, the college has produced an amended version of this approach that provides an indicative TAG based on the strongest combination of units considered as outlined above.

How will grades be awarded for WJEC Criminology this summer?

The evidence used to calculate a student's TAG is based on:

- Teachers will determine TAGs based on the reduced Unit 3 controlled assessment sat in April 2021 and the Unit 4 assessment on examined content that is due to be sat in May 2021 (often referred to as 'Cedar 5')
- Teachers will also consider the Unit 1 controlled assessment completed in December 2019 and the internal assessment on Unit 2 examined content that was sat in September 2020, for students where consideration of these grades would support a stronger TAG.

There will be no formula used when taking account of all these different assessments and teachers will take a balanced and holistic view, using professional judgement. However, in line with Option 2b of the guidance set out by the awarding body in August 2020, greater emphasis will be placed on the Unit 3 controlled assessment (April 2021) and the Unit 4 assessment on examined content (May 2021), whilst the Unit 1 controlled assessment and the Unit 2 assessments on examined content (March/September 2020) may be used to support a student's grade, if the performance in these assessments is stronger than would be suggested from the April 2021 and May 2021 assessments.

How will grades be awarded in CACHE Childcare and Education this year?

- Students will receive actual grades for this qualification in most instances.
- For the external assessment that has not been able to be taken an internal assessment will replace this and a TAG will be awarded for this component.
- Regarding coursework units, a TAG can be awarded to an individual student who has not been able to complete all of the expected work in a unit. In this instance staff will not give a calculated grade for this student. Staff will meet to discuss what evidence could be used from other units or what evidence needs to be created to meet the grade. Staff will discuss the grade, intended for the TAG unit, using the quality of the evidence. This will be documented in meeting minutes and on a CACHE TAG spreadsheet. The CACHE TAG Spreadsheet and the evidence provided for the unit TAG will then be quality assured internally.

I would like to stress how important it is that students continue to attend their lessons and attend their Cedar 5 assessments. If a student does not attend lessons and does not attend these assessments, we may withdraw students from qualifications, unless there are significant mitigating circumstances. We cannot award qualifications to students that choose to discontinue their education and it is vital that we have every opportunity to make fair, informed and consistent judgements when determining teacher assessed grades. The final weeks and the final assessments provide a great opportunity for students to showcase their knowledge, skills and talents.

Reasonable Adjustments and Special Consideration

For BTEC qualifications, 'reasonable adjustments' are arrangements that are put in place before a student starts an assessment, in accordance with guidance provided by the awarding body. 'Special considerations' are applied after an assessment has taken place, again in accordance with guidance provided by the awarding body. As our BTEC courses are assessed entirely through internal assessment, these arrangements will have been applied as required throughout the duration of the course. Further information about reasonable adjustments and special consideration can be found at: <https://qualifications.pearson.com/content/dam/pdf/Support/policies-for-centres-learners-and-employees/supplementary-guide-ra-sc-for-internally-assessed-units.pdf>

For WJEC qualifications, our approach to individual variations and mitigating circumstances is the same as for A-level and GCSE qualifications, as communicated in our earlier letter and available to view at: <https://ncpontefract.ac.uk/wp-content/uploads/2021/05/TAGs-letter-to-parents-May-2021.pdf>

Teaching arrangements up until the end of the year

For students studying BTEC courses, all planned units will be completed by Friday 21 May, and teachers will only sign off students as having completed when they have finished studying all planned units and that they are satisfied that any remaining work has been completed to the best possible standard. However, teachers will continue to run lessons right up until Friday 21 May, deepening student learning and exploring other content linked to the course. Therefore, we

encourage all students studying applied general courses to continue attending right up to Friday 21 May.

For students studying WJEC Criminology, lessons will continue up to and including Friday 21 May. When Cedar 5 exams are taking place, students have the option to attend timetabled lessons at the times they are not sitting Cedar 5 assessments. Teachers will be available to offer support and revision sessions if their Cedar 5 assessment is still to take place. Timetables are already on Cedar for Cedar 5 assessments. Cedar 5 grades will be published on Cedar on Friday 11 June. All of the assessment and NEA grades that are used within evidence to determine TAGs for WJEC Criminology will be available to you, as normal, through Cedar.

We hope this information has been helpful. Please remember that teachers will not discuss with students or parents the TAGs they will be awarding, and JCQ requires that TAGs are confidential until the results publication date (10 August). We will keep you updated with further information and guidance where appropriate, especially as we approach the results day in the summer. For now, we encourage students to keep working hard during these final few weeks.

Yours faithfully



Vicky Marks
Principal