



**John Dowler B.Sc. Hons, NPQH**  
**Headteacher**

Chester Road, Helsby, Frodsham WA6 0HY  
Tel: 01928 723 551  
Email: head@helsbyhigh.org.uk

11 July 2017

Dear Parent/Carer,

I am writing to you as Department Leader for Geography to inform you of the demands of the Non-Examined Assessment (NEA) element of the A level course. The NEA is an independent investigation which is worth 20% of the student's final A level grade.

The independent investigation is a unique opportunity for geography students, requiring their application of geographical knowledge and understanding to the context of a real-world location. Students are required to collect a wide range of primary and secondary data to support their investigation.

Over the summer holidays, your son/daughter has been asked to collect data on their chosen area of study in support of their NEA. As such, it is very important that students are made aware of the requirements for health and safety. I would appreciate your support in reiterating the following guidelines to your child before they conduct any research in the field:

- Do not collect primary data in the field alone. You must be accompanied by a responsible adult at all times.
- Make sure you inform your parents of your location before proceeding with your primary data collection.
- Establish a line of communication to ensure you can be contacted at all times.
- Dress according to the weather conditions on the day. Take all necessary actions to avoid discomfort or distress e.g. if it's sunny and warm, apply sun cream and pack a sunhat and bottled water in your rucksack.
- Conduct a thorough risk assessment of your study site and data collection techniques before collecting data.
- Do not partake in any activity that puts your personal safety at risk.

Thank you for taking the time to read this information with your son/daughter. If you have any questions, please do not hesitate to contact me directly at school.  
[amellors@helsbyhigh.org.uk](mailto:amellors@helsbyhigh.org.uk)

May I wish you all a very happy, and relaxing summer break.

Yours sincerely,

A Mellors (Mr)  
Department Leader for Geography