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15 December 2021

Dear Year 12 Parent/Carer and Student,

I am writing to share with you some important information regarding our assessment and reporting procedures for our Year 12 students. In the spring term we have our first assessment fortnight for Year 12 commencing on Monday 17<sup>th</sup> January until Wednesday 26<sup>th</sup> January. During this fortnight, students will complete structured summative assessments in each of their subjects within their timetabled lessons. This will enable us to assess their attainment and progress in their A Levels, and identify each student's strengths and any gaps in their knowledge so that targeted support can be put in place.

To support students with their preparations for this assessment fortnight we have provided students and parents/carers with a timetable for when each assessment will take place, as well as a supporting leaflet outlining what subject specific content will be assessed, including where students can access resources for their revision. Both of these documents have been attached with this letter and can be found on our school website.

Following on from this assessment fortnight, we will then provide students and parents/carers with an Academic Progress Summary Report and hold a Consultation Evening. This will enable purposeful conversations between students and parents/carers with subject teachers regarding students' learning and progress across the curriculum. The Academic Progress Summary Report will be shared with students and their parents/carers in the week commencing 7<sup>th</sup> February, with the Year 12 Consultation Evening being held shortly after on Thursday 10<sup>th</sup> February. We will consider whether this Year 12 Consultation Evening is hosted face-to-face or remotely and share our plans nearer the time.

To communicate and explain the purpose of our assessment and reporting procedures in more detail, we have created a short presentation for you to watch. This can be found on our website through the following link:

<https://youtu.be/bQ-17ciYZbc>

We hope that after watching the presentation parents/carers have a clear understanding of our procedures, and that the information offers support for our students and their parents/carers, equipping them with the tools and resources to guide them through this assessment period.

Thank you for your ongoing support and please do not hesitate to contact us if you have any queries at all.

Kindest regards

Dr Amy Pritchard-Roberts  
Deputy Headteacher