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25<sup>th</sup> November 2021

Dear Parents/Guardians of Year 11 and Year 13 Students

### **Special Consideration for Assessments - Summer Exams Contingency Planning**

As communicated in previous letters we are expecting examinations to continue as normal during summer 2022 for Year 11 and Year 13. We are, however, continuing with our contingency plans should the examinations be cancelled.

Part of the contingency planning is to collect evidence from assessments to generate Teacher Assessed Grades (TAGs); these assessments will take place in the autumn term, spring term and early part of the summer term. It is important that we apply the same protocols to our internal assessments as would be used in externally assessed examinations. These include:

- All assessments are taken by all students at the same time
- Exam dispensations are applied
- Special considerations are reviewed and an allowance applied if applicable

Special consideration is a post-examination adjustment to a candidate's mark or grade. This is to reflect temporary illness, temporary injury or some other event outside of the student's control at the time of the assessment. It is applied when the issue or event has had, or is reasonably likely to have had, a material effect on a student's ability to take an assessment or demonstrate their normal level of attainment in an assessment.

To help you understand if your child may be eligible for special consideration and how much allowance could be applied, we have produced this video:

<https://drive.google.com/file/d/1tXbM1pmiqY3-XYBEyJcDMMYNSsRAQYmE/view>

The criteria for special consideration is not determined by schools, they are published by The Joint Council for Qualifications (JCQ), and can be accessed via this link:

[https://www.jcq.org.uk/wp-content/uploads/2020/09/Guide\\_to\\_spec\\_con\\_process\\_2021\\_FINAL.pdf](https://www.jcq.org.uk/wp-content/uploads/2020/09/Guide_to_spec_con_process_2021_FINAL.pdf)

Each year, very few students apply for consideration as the criteria are fairly limited. **At the end of the video we describe the application process** if you do feel that your child is eligible.



Any applications received this term will relate to either the Year 11 mock exams or the Year 13 TAG assessments. We will write to you again, closer to the time of the spring and summer assessments, to ask again if any special considerations should be applied.

Yours sincerely

A handwritten signature in black ink, appearing to be 'L Page', written in a cursive style.

**Miss L Page**  
Deputy Headteacher