**Centre Assessment Grades**

This is the strategy for Verulam School in relation to how we will respond to instructions from the government about the data they need to provide results for GCSE, A Level and Vocational Qualifications in 2020.

This process is confidential and there are clear guidelines from the government about the fact that the grades will not be discussed or shared with students or parents.

Ofqual Guidance*: It is important schools and colleges do not share provisional grades, nor rank orders with students, parents or carers before the final results have been issued.*

**The Three Stage Process**

**Stage One: Class Teacher Grades Input.**

* Class teacher enters assessed grades for their class and a rank order for students within this class.
* Class teacher to assign + = or – within the grade and then rank order for each subset. Eg for GCSE 7+ 7= 7-. For A Level B+ B= B- and BTECs Merit + Merit = Merit – and then rank order students within these.
* All data to be used to complete this input.
* All assessments from Years 10 and 11. 3 sets of trial exam results. End of Year 10 and 2 trial exams in Year 11. Any coursework completed or estimated. The profile of results from trial exams to the final exams in previous years. For Year 13 all assessments, trial exams, coursework/completed units for BTECS and profile of improvement from this data to final results**. IT IS NOT JUST ONE DATA SOURCE BEING USED HERE BUT THE FULL PICTURE.**

**Stage Two: Head of Subject Moderation.**

* Head of Subject moderates/checks the class teacher’s input and rank orders students within the whole subject.
* Heads of Subject apply comparison tables and transition matrices both internal data and external data to ensure profile of achievement is in line with school progress profile, all internal data sources and national profiles. Sub groups are included in this analysis. SEN. Pupil Premium and Prior Attainment Groupings.

**Stage Three: Senior Leader Moderation**.

* Senior Leaders moderate all subjects and all sub groups: SEN, Pupil Premium and Prior Attainment Groupings.
* Senior leaders check every single student. This will be completed by Deputy Head Curriculum and Assistant Headteacher for outcomes. It will then be presented to the Headteacher to complete a final check before signing off Centre Assessed Grades for Verulam School.

At each point in this process students with SEN/access arrangements/Special Considerations will have the following applied.

“Schools and colleges will judge the grade that these students would most likely have achieved if they had been able to sit their examinations with the intended reasonable adjustment or access arrangement in place.” *Ofqual Guidance for teachers, students,parents and carers.*

**Actions for Stage Three:**

Data Manager to run SISRA. Deputy Head and Assistant Head complete overview check

Data Manager to update the spreadsheet sent to Heads of Faculty with final box of CAG grades now added.

**Data Manager to complete the following graphs for KS4. KS5 to be done in Sisra.**

* Subject CAG v target v last year’s result. Include Year 10 Eng Lit
* SEN v target v last year v national
* PP v target v last year v national
* Prior attainment groups v target v last year

**When data/graphs are complete.**

* SENCO checks all SEN data and individual student CAG profile
* Deputy Head and Assistant Head check all subjects and every student in terms of profile and any conversation with head of subject needed in relation to this data
* Deputy Head and Exams Officer finalise all external/private candidate decisions
* Deputy Head provides BSV with consorting student data
* Deputy Head and Assistant Head present to Headteacher.

**Final Checking.**

* FFT (Fischer Family Trust) Option of sending CAG grades for comparison used and analysed.
* Head of Centre, Deputy Head and Assistant Head final checking Monday 8th June.
* Data entry for all subjects in Years 10,11 and 13 double checked by Exams Officer and Deputy Head.
* OCR, Edexcel, LIBF submitted Thursday 11 June by Head of Centre
* AQA all submitted Thursday 11 June