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# THE COOPERS' COMPANY AND COBORN SCHOOL

*Love as Brethren*

Headteacher: Ms Sue Hay, BA (Hons), PGDip, NPQH, NPQEL

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Monday 9<sup>th</sup> December 2024

## Re: Year 12 'Assessment Week': Monday 13<sup>th</sup> – Friday 17<sup>th</sup> January 2025

Dear parent(s) and carer(s)

In a little over a month's time, your son/daughter will be completing a series of substantive assessments in each of their A Level subjects. Monday 13<sup>th</sup> – Friday 17<sup>th</sup> January has been designated as 'Year 12 Assessment Week' during which time all students in Year 12 will be completing a number of key assessments in each A Level.

We have changed our assessment strategy for Year 12 and believe there is a coherent rationale for the timing and format of the assessments.

- These assessments come at a critical point in the A Level course, following an initial academic transition period. The key purpose of these assessments is to provide diagnostic feedback to students; informing them of areas of strength and development for the remainder of their courses.
- After a full term of A Level teaching, we want to provide parents/carers with an indication of how their son/daughter is coping with A level study
- We want to provide staff with information about where there might be 'learning gaps' in the material taught.
- We will soon be launching our 'Beyond 18' programme and students will want to consider their future plans. Students need an accurate indicator of their current attainment so that they are able to consider relevant opportunities for life after Year 13.
- At the end of Year 12, we will be required to provide 'predicted grades' to prospective universities and employers; the results in these assessments will assist staff in making these judgements in the summer term

Mr Edwards, Mr Bell and I delivered an assembly this morning to your son/daughter where we talked through both the rationale, as well as the logistics for the 'Assessment Week'.

The key points were:

- Students are expected in school as usual during this week
- All timetabled lessons will take place as usual
- Each subject will be completing either one or two assessments, typically ranging from 45 minutes to an hour in length
- All assessments will take place within the usual classroom environment, overseen by the usual teaching staff; there are no large venue being used
- For 45-minute assessments, students in receipt of access arrangements (25% extra time), will receive the additional time in the classroom setting. For assessment which are 1 hour in lengths, students will receive bespoke arrangements which will be communicated to them individually via Mr Edwards
- All students received their assessment timetable this morning; teaching staff in each A Level subject will confirm with your son/daughter the content to be assessed in each slot
- Feedback will be provided to students as soon as possible in lessons
- You will be provided with a report on your son/daughter's performance in these assessments in early February, once all the marking is complete



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- At this point, the 6<sup>th</sup> Form Pastoral Team will be in touch, if there are concerns across all three A Level subjects

Whilst these assessments are obviously significant; it is important that I point out:

- These internal assessments do not directly contribute to the final A Level outcome.
- It is very early in the A Level courses (with typically less than 1/3<sup>rd</sup> of the A Level specification having been taught) therefore we would not expect students to be working at the highest levels at this early stage on the course.
- In a number of subjects, a significant proportion of the final A Level grade may be determined by Non-Exam Assessment (NEA) – for example Drama, Art, Music– please note that these assessments will not capture performance in this non-exam assessed element.

However, we have stressed to students this morning the importance of preparing fully for these assessments. We wrote home last week to outline how we will be using our 6<sup>th</sup> Form tutor programme to support your son//daughter's preparations; specifically looking at a range of study techniques such as: interleaving, spaced retrieval and the Leitner Method of flashcard revision. It is imperative that you son/daughter puts in place a robust revision plan, and this will inevitably mean completing soon revision over the Christmas holiday period.

A copy of the summative assessment timetable is attached to this letter – this was shared with your son/daughter this morning and subject teachers will explain specifically what is being assessed in each assessment slot.

We are also mindful of the additional stress and pressure of the next few weeks and we are here to support all students, at what will understandably be a difficult time.

If you have any questions, please do not hesitate to contact us at the school.

Yours sincerely

Mr J Teece  
Head of Year 12

Mr R Bell  
Deputy Head: Director of 6th Form

Mr J Edwards  
Deputy Head: Teaching & Learning