



PEMBROKE
A PRIORY ACADEMY

Guidance for students, parents and guardians: GCSEs and AS/A-Levels in England

Dear Parents / Carers / Students

Earlier in the year, we shared information with you regarding the changes to the summer examinations as a result of Covid-19. Since that communication, the Joint Council for Qualifications (JCQ) has produced more detailed national guidance, including a document for students, parents and guardians.

We feel it is both important and helpful to share this guidance with you, highlight some key areas and ensure that you have the correct details of who to contact if you have any questions regarding the processes in place.

A copy of the guidance document is included within this letter and is available via the following link: [JCQ-Guidance-for-Students-and-Parents-on-Summer-2021.pdf](#) . We ask that you read this information carefully alongside the additional information provided by the Academy.

Reassurance

We would like to reassure you that teachers are working closely with all pupils and ensuring that teaching and pastoral guidance continues within school, allowing children to prepare for and progress to the next stage of their education or employment. Our Academy has a Centre Policy in place which follows the JCQ guidance as well as all other guidance from Ofqual and the examination boards. A copy of our centre policy is available on our website

[Pembroke Policy for the Delivery of Teacher-Assessed Grades 2021](#)

What is happening and when?

A timeline is included within the guidance, which we are following as an Academy. Results will be released on the dates outlined, Tuesday 10th August and Thursday 12th August, and more detailed arrangements for these days will be provided later in the term.

Assessment

The guidance document provides useful information about how students will be assessed and, as an Academy, we are following these processes. As outlined in this section, we will explain to students the evidence sources to be used to inform the overall grades awarded.

Students will be required to complete and sign a declaration that all work submitted as evidence has been completed independently.

Teachers are not allowed to share teacher-assessed grades with students, parents or carers. Doing so, or being put under pressure from students, parents or carers to do so, is classed as malpractice by JCQ.

Reasonable adjustments, access arrangements and special consideration

The Academy has followed the guidance and policy in this area. Where access arrangements are in place, students and parents will be aware.

The guidance document explains how special consideration requests will apply this summer. If we are already aware of a case where special consideration is required, we will have been in touch with you. If this is not the case and you feel there are circumstances of which we need to be made aware, please contact pembroke@prioryacademies.co.uk. Any concerns should be highlighted to the Academy as soon as possible and no later than 11th June, before the grades are submitted. Examples of special consideration include, but are not limited to:

Headteacher: Mr S Evans

The Priory Pembroke Academy, Croft Lane, Cherry Willingham, Lincoln LN3 4JP

Tel: 01522 751040 **Email:** generalenquiries@priorypembroke.co.uk **www.priorypembroke.co.uk**

The Priory Pembroke Academy is part of The Priory Federation of Academies Trust. For further information please contact:

The Priory Federation of Academies Trust, Cross O'Cliff Hill, Lincoln LN5 8PW **Telephone:** 01522 889977

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- temporary illness or accident/injury at the time of the assessment;
- bereavement at the time of the assessment;
- domestic crisis arising at the time of the assessment.

Special consideration cannot be applied due to lost teaching and learning.

Appeals

Information regarding appeals is included within the JCQ guidance for students, parents and guardians and we will provide further Academy details later this term.

We hope this letter and associated JCQ guidance are helpful and we thank you for your continued support and work, as a family and with the Academy.

We look forward to sharing further information regarding the remainder of the summer term in due course.

Yours Faithfully

Mr G. Warnock
Assistant Headteacher

