



25 March 2020

Dear Year 11 Student

I know that you will be anxious regarding the current situation and the fact that your GCSEs have been cancelled this summer. The purpose of this letter is to give you information that will help to answer some of the questions that you might have. The school is following government guidelines so the information in this letter is consistent with this guidance.

It is very important that you now keep yourselves and others safe and well by following the guidance and instructions from the government. In addition, do ensure that you continue to complete the work that has been set for you by your subject teachers.

**If you have any coursework to complete then please do so and e-mail work to your teachers as soon as possible and certainly by the deadline given to you before the school was closed.**

As you will see from the information later in this letter if you do not feel the grade awarded to you in July by the exam boards reflects your performance you may have the opportunity to appeal that grade and/or sit an exam at the earliest reasonable opportunity, once schools are open again. **If you feel that you might, for whatever reason, be in a situation where you will take an examination at a later time it is vital that you continue to complete your courses by following the work and guidance set out for you by your subject teachers as if you were preparing for this summer's exams. You do not need to be starting to complete transition work for the sixth form yet. We will be in contact again in due course when it is time to start doing this.**

I understand that you will be feeling very anxious regarding what will happen now that your examinations have been cancelled. Please be aware that it will not be possible for your teachers to give you a specific calculated grade at the moment as a process for awarding grades fairly will need to be carried out across all schools in the country in a standardised way following government instructions that have not yet been fully released. We have limited information at this current time and until we know what the government expects from us as a school we will not be sharing any data with you or your parents. That would be unhelpful for you as it might lead to confusion later on.

Students who have applied to SJSF for September will no doubt be wondering how we will determine suitability for selected courses. The SJSF Leadership team at all three schools will be discussing this to ensure that we adopt a fair system. We will also work with the government guidelines regarding calculated grades which has not yet been released to school leaders. At this point of time we will not be making any changes to options until we know more information. Please be patient with us. As soon as we have further information we will let you know. In the meantime, continue to complete work teachers have set for you.

Details regarding the impact of coronavirus (COVID-19) on summer exams was released (20 March 2020). The exam regulator, Ofqual, and exam boards will work with teachers to provide grades to students whose exams have been cancelled this summer. Ofqual and exam boards will be discussing with teachers' representatives before finalising an approach, to ensure that it is as fair as possible. The full details on the impact on summer exams can be found here:

<https://www.gov.uk/government/publications/coronavirus-covid-19-cancellation-of-gcses-as-and-a-levels-in-2020>

<https://www.gov.uk/government/news/further-details-on-exams-and-grades-announced>

The key points from the government document are as follows:

***The Government's priority is now to ensure affected students can move on as planned to the next stage of their lives. This means ensuring students are awarded a grade which fairly reflects the work that they have put in.***

***Ofqual will develop and set out a process that will provide a calculated grade to each student which reflects their performance as fairly as possible, and will work with the exam boards to ensure this is consistently applied for all students. The exam boards will be asking teachers, who know their students well, to submit their judgement about the grade that they believe the student would have received if exams had gone ahead.***

***To produce this, teachers will take into account a range of evidence and data including performance on mock exams and non-exam assessment – clear guidance on how to do this fairly and robustly will be provided to schools and colleges. The exam boards will then combine this information with other relevant data, including prior attainment, and use this information to produce a calculated grade for each student, which will be a best assessment of the work they have put in.***

***Ofqual and exam boards will be discussing with teachers' representatives before finalising an approach, to ensure that it is as fair as possible. More information will be provided as soon as possible.***

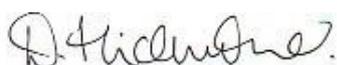
***The government recognises that some students may nevertheless feel disappointed that they haven't been able to sit their exams. If a student does not believe the correct process has been followed in their case they will be able to appeal on that basis.***

***In addition, if a student does not feel their calculated grade reflects their performance, they will have the opportunity to sit an exam at the earliest reasonable opportunity, once schools are open again.***

We appreciate you will be keen to know specific details about likely grades. Until we have had a chance to understand the detail from Ofqual and plan for the regulations for this year that will not be possible. More information will be provided as soon as it is known and we will pass it onto you. Do ensure that you regularly check the school website and your e-mails.

In your final week at school all students received a copy of their examination statement of entry with instructions for checking the details carefully. Those students who were absent for any reason should now have received this paperwork by post. Our initial instructions asked students to see our examinations officer, Mrs Sarah Ross, in school. With the current social distancing recommendations and reduced staff on site please can I ask that any changes are emailed directly to Mrs Ross ([Sarah.Ross@kshs.uk](mailto:Sarah.Ross@kshs.uk)) by Friday 27th March. It is especially important that students check not only their personal details but also the subjects for which they have been entered.

Kind regards



**Mrs D Hickmore**  
Director of Sixth Form



**Miss S Chant**  
Head of Sixth Form