

September 2023

Dear Pupil and Parent/Guardian

Please find below important information regarding both internal school assessments/examinations and public (GCSE & AS/A Level) examinations/controlled assessments taking place in the academic year 2023/24. Please note, in addition your child will continue to participate in on-going class assessment/tracking/homework etc and we would encourage you to keep engaging with your son/daughter in order to support them in their learning. You will realise the crucial importance of attendance; students who have a lower attendance rate often find that significant gaps develop in their learning. We know there is an **extremely close correlation between good attendance and good outcomes for a student**, therefore, it is exceedingly important that all students maximise their attendance throughout the academic year.

Key Stage 3 CCEA Adaptive Assessments

CCEA is currently piloting online Literacy and Numeracy assessments. These adaptive assessments have been designed to be a useful educational tool for schools to inform teaching and learning. The assessments adjust to individual ability, maximising equality of access for all pupils. The results of the assessments will inform teaching and learning as well as monitoring pupil progress over time. **Pupils do not need to revise for these assessments.**

The CCEA Adaptive Assessments will take place at the following times:

Year Group	Dates
Year 8	Monday 13 November – Friday 17 November 2023
Year 9	Tuesday 23 January – Friday 26 January 2024
Year 10	Monday 20 November – Friday 24 November 2023

Internal School Examinations

The **winter** internal examination windows will span the following dates:

Year Group	Dates
Year 8 & 9	Monday 15 January – Monday 22 January 2024
Year 10	Monday 15 January – Wednesday 24 January 2024
Year 13	Monday 15 January – Friday 19 January 2024
Year 11, 12 & 14	Monday 15 January – Friday 26 January 2024

The **summer** internal examination windows will span the following dates:

Year Group	Dates
Year 8	Monday 20 May – Friday 24 May 2024
Year 9 & 10	Friday 17 May – Friday 24 May 2024
Year 11	Monday 13 May - Friday 24 May 2024

The rules for internal examinations are available on the school website at the link below:

<https://www.banbridgeacademy.org.uk/wp-content/uploads/2023/09/BA-School-Exam-Rules-2023-2024.pdf>

Public Examinations/Controlled Assessments

Please note, in 2023/2024, pupils will be assessed on all units of their GCSE/AS/A Level qualifications, without any Advance Information (provided in Summer 2023).

Year 12 parents please note that pupils will be sitting GCSE examination modules in **Double Award Science and Mathematics** in **November 2023**. Pupils will be signing their statement of entries and receiving their timetables this week in school.

Year 11 parents please note that pupils will be sitting GCSE examination modules in **English Language, English Literature, Business Studies, Digital Technology, Geography, History and Technology** in **Summer 2024** (end of Year 11), as well as completing their **GCSE Religious Studies Short Course** examination.

The document in the link below gives an overview of all public examinations and controlled assessments/coursework taking place in 2023/24 for Years 11-14. Links to examination board timetables are also included.:

<https://www.banbridgeacademy.org.uk/wp-content/uploads/2023/09/Public-Examination-Controlled-Assessment-Tasks-23-24.pdf>

In Summer 2024, Year 12 and Year 14 pupils will have the opportunity to **resit** module examinations from Summer 2023. Pupils should inform their subject teachers as soon as possible if they wish to resit any modules.

Coursework/Controlled Assessment - JCQ Regulations

All pupils who are being assessed via controlled assessment/coursework in certain subjects must adhere to **JCQ regulations**. This includes:

- Appropriate referencing of information taken from published sources;
- Avoiding plagiarism of other material and the resultant penalties

JCQ instructs all schools to furnish pupils with the **Information For Candidates** documentation on controlled assessment/coursework. All pupils should read it carefully:

https://www.jcq.org.uk/wp-content/uploads/2023/08/IFC-NE_Assessments_2023_FINAL.pdf

Coursework/Controlled Assessment - Internal Appeals Policy

Teachers will share marks for any coursework/controlled assessment assignments with pupils. **Please note a teacher can only talk to the pupil regarding the marks and will not communicate with a parent regarding the marks awarded.** Should a pupil wish to ask for a review of the centre's marking, they must follow Banbridge Academy's Internal Appeals for Centre Assessed Work policy:

<http://www.banbridgeacademy.org.uk/wp-content/uploads/2023/09/Banbridge-Academy-Internal-Appeals-For-Centre-Assessed-Work-Policy.pdf>