

# Determining student grades for summer awarding 2021

## A summary guide for teachers



### STEP 1






#### CONSIDER WHAT HAS BEEN TAUGHT:

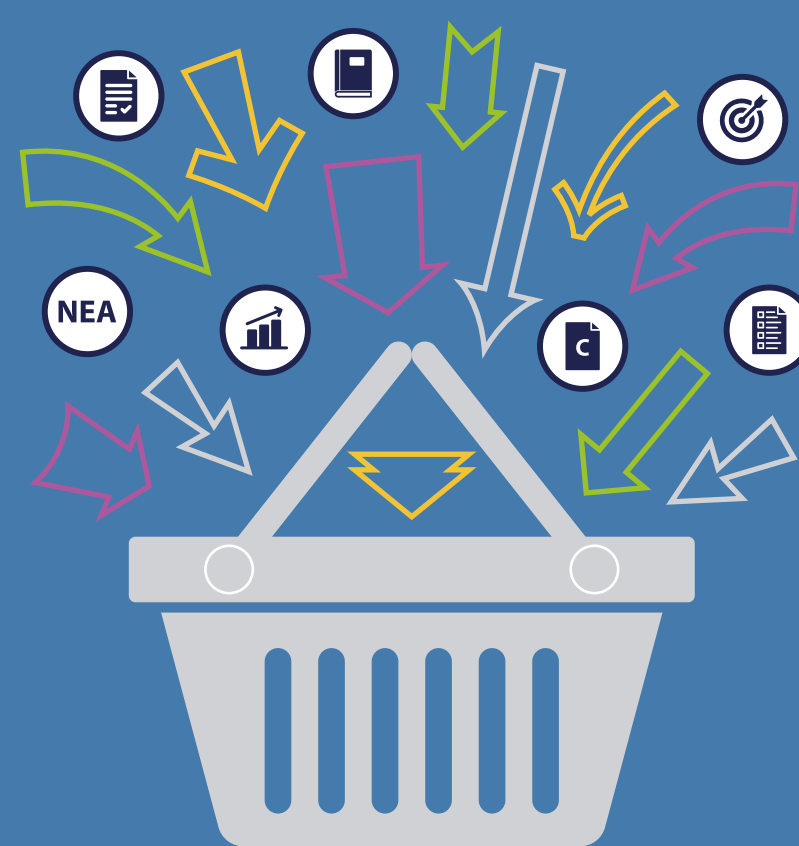
Only include evidence of content that has been taught



### STEP 2

#### COLLECT THE EVIDENCE WHICH COULD INCLUDE:

-  Student work using assessment materials provided by the exam board
-  Non-exam assessment (NEA)
-  Student work produced in centre-devised tasks that:
  - reflect the specification
  - follow exam board assessment format
  - reflect exam board mark schemes
-  Records of each student's performance over the course of study
-  Records of a student's capability and performance over the course of study in performance-based subjects such as music, drama and PE



### STEP 3

#### EVALUATE THE QUALITY OF THE EVIDENCE

Ofqual's guidance document can be found [here](#)

In addition to that guidance, also consider:

- Coverage of assessment objectives;
- Coverage of content;
- Authenticity – is the evidence the student's own work?
- Level of control – was it taken in timed conditions? Was there an opportunity for redrafting? Was it supervised?
- Marking – how much support was available when applying the mark scheme? What internal standardisation processes have been applied?



### STEP 4

#### ESTABLISH WHETHER THE PROPOSED RANGE OF EVIDENCE IS APPROPRIATE FOR ALL STUDENTS

- Same evidence where possible
- Document exceptions
- Content taught in line with evidence



### STEP 5

#### ASSIGN A GRADE!

- Review the evidence
- Review grade descriptors
- Match evidence to descriptors and exemplification



#### ADDITIONAL NOTES

- Retain your evidence
- Use a candidate assessment record
- Students must be told what evidence is going to be used
- For tiered GCSEs, grade must reflect the tier of entry
- Reasonable adjustments should have been in place when evidence was generated
- Special consideration doesn't apply this summer, but should be taken account when making judgements

#### ADDITIONAL SUPPORT

- Ofqual guidance: Information for heads of centre, heads of department and teachers on the submission of teacher assessed grades
- Non-exam assessment further guidance can be found [here](#)
- Head of Department checklist/declaration (optional, recommended template)
- Departmental assessment evidence grid (optional, recommended template)
- Candidate assessment record (optional, recommended template)
- Worked examples to assist teachers in making grading decisions: these provide a number of scenarios to assist teachers to arrive at a fair grade
- Guidance for centres in using data to support the grading process