



Dear Parents and Carers

## Assessment and Feedback Report

Please find attached a report which shows the attainment of your child in their first assessments this year. Below, I have posed and answered questions that should, hopefully, help you to understand the reports.

### What is being assessed?

For each subject, you can see on the report the titles for the assessed units across the year. Under each, there are up to four numbers. These numbers refer to the Assessment and Feedback (A & F) sheets that the teacher has used to assess your child's work.

- The A & F sheet will relate directly to the work students are doing in class.
- A ladder of descriptors is used to identify the standard of the student's work; the descriptors at the top of the ladder describe a high standard of work.
- There are up to four columns or strands on each A & F sheet which relate to different skills, capacities or knowledge.
- The teacher will judge each student's work, sometimes based upon all of their work across a unit and, at other times, taking greater consideration of one assessment task.
- As part of the feedback process, students are given a copy of the sheet to stick into their exercise books or to take home. Sometimes, students are encouraged by teachers to take a photograph of their A & F sheets to show to their parents.

### What do the numbers mean?

There are two sides to the A & F report. The numbers on the topic reports refer to the level on the A & F sheet ladders that your child attained. A number 1 means that their work was assessed as being at the top of the ladder (the highest quality work) with a number 5 being at the bottom of the ladder. On some occasions, a teacher may judge that a 'U' is appropriate if, for that particular aspect of learning, the student is not deemed to be meeting the standard yet. In some cases, you will see an 'x'; this is used to show unused boxes on the report because there were only two strands to an A & F sheet (but there are 4 boxes on the report).

On the reverse, your child has also been given an overall engagement and homework score. These are as follows:

- 1 – Excellent
- 2 – Good
- 3 – Requires Improvement
- 4 – Inadequate

These scores will give you some indication of how hard your child is working and what the quality of their homework is like. A score of 3 or 4 would suggest that they are unlikely to achieve their full potential and so prompt action is required. Appropriate interventions will be put in place at school but we would be grateful if you could help, as a parent, by doing the following:

- Please have a conversation with your child, encouraging them to reflect on how they can improve their learning. Please do look at their exercise book or folder and discuss their work with them.
- Please monitor how much work they are doing at home and ensure they are working hard enough outside of school.
- If you have concerns, you can speak to someone at school. I would suggest your child's class teacher in the first instance. Please may I remind you that the majority of staff email addresses are available on the school's [website](#). If they are not, please contact the relevant Head of Department.
- Please note that if a student has not been assessed against an A & F sheet during this half term, they may not have an engagement and homework score recorded.

### **How can I see the A & F sheets?**

There are two ways to see the A & F sheets and the criteria to which the numbers refer. Firstly, you can view your child's completed A & F sheets. Secondly, you can see the A & F sheets on the school website. To do this, firstly click on the **Student Information** tab, and then the section titled **Assessment and Feedback**. Choose the appropriate year group attachment at the bottom of the page and you can follow the hyperlinks on the table to see the individual criteria. This would enable you to discuss with your child how they can improve their work. We are currently re-formatting some of these pages.

### **Why do some subjects not complete A & F sheets each term?**

Whilst teachers are regularly carrying out ongoing assessment of their students in their lessons, it isn't the case that A & F sheets are completed for every subject in every half term. Looking at the table, you will see when you can expect A & F sheets to be reported to students across the year. An overview report like this on will be sent home at three points across the year which will constitute your child's written report.

### **Why do some subjects appear to be missing?**

- In Year 7 and 8 Science, due to the resources that are needed, the students rotate around different topics across the year. Some students will have completed work that is due to be reported later in the year already but will not have completed the first term's assessment yet. All students will complete all of the work by the end of the year.
- The students also rotate between 3D design and Food throughout the year in both Years 8 and 9. Consequently, they will have only been assessed in one of these subjects so far.
- Some of the Creative Arts projects (in 3D, Food, Art, Music and Drama) are longer and have yet to be assessed. It is, therefore, possible that students will yet to have any scores in these subjects. This will not be the case at the next point these reports are sent.
- Students study either French or Spanish so only one of these will be filled in.

- In Year 9 English, an assessment was amended this year and the outcomes were significantly lower than we expected for many of our students. We are currently moderating students' work and reflecting on the findings. We have very high expectations of what our Key Stage 3 students should be able to achieve so that they are able to thrive in assessments at GCSE. A further writing assessment will take place in February which we are hopeful will be a more accurate reflection of students' progress in English. As a result, we have not included the scores from this first Assessment and Feedback Report. However, please do discuss your child's performance so far at the Year 9 Parents' Evening on **Thursday 13<sup>th</sup> December**.
- In Year 9 Maths and Science, students have started working on GCSE courses. Consequently, we have moved to our KS4 reporting approach of predicting the GCSE grade that each student will get at the end of the course (based upon ongoing assessment by the teacher). In Science, you will see that this assessment has been shared with you in the form of a 1-9 GCSE grade (9 is the highest GCSE grade available). In Maths, the teachers are going to carry out further assessment before sharing their predictions with parents and students; this first prediction will be shared in the next Assessment and Feedback Report.

If you have any further questions about the way this system is used to help our students to learn, please do contact me at the school. Alternatively, if you have questions about your child's assessments in a specific subject, please contact the appropriate subject leader or your child's tutor; contact details for all of our subject leaders and tutors can be found on the school's website.

Yours sincerely



James Barringer  
**Deputy Headteacher**