



## COVID-19 UPDATE 14

30<sup>th</sup> March 2021

Dear Parents/Carers,

I am delighted to be back at my desk, having been away from school for several weeks. During my absence I have been in regular contact with my senior colleagues and I would like to take this opportunity to thank them - and in particular Mr Freeman - for leading the school in my place. They have done a wonderful job in ensuring the students have had a smooth transition back to school since 8<sup>th</sup> March.

It has been a difficult and anxious time for everybody and having spoken to my senior colleagues over the last few weeks, they have repeatedly told me how fantastic our students have been since returning to school. I would like to pay testament to all my teaching colleagues for their hard work during the lockdown and for ensuring that our students have been able to integrate smoothly back into school.

Student attendance has been very strong since the school fully re-opened on 8<sup>th</sup> March: for the week ending 26<sup>th</sup> March 2021, whole school attendance stood at 95.2%, which is slightly higher than at the same point last year, with the persistent absence figure also improving (6.7%, compared to 7.1% at the same point last year).

### Centre Assessed Grades for GCSE/AS/A Level/Vocational Qualifications

I would like to pay testament to the students in Years 11 and 13 who deserve to be congratulated for the way in which they conducted themselves during the recent internal assessments. My advice to the students now is that they should continue to attend and engage positively in all their lessons and ensure they are fully prepared for the next assessment window. This is scheduled for the first two weeks of May. These assessments will take place in the classroom within normal lesson times, and students will be informed very soon which topics they need to revise and when the assessment will take place. Access arrangements will be in place for these assessments but we want to encourage your child to take responsibility and speak to their class teacher if they have any concerns.

Posted in the COVID Updates area of the website with this letter are [an appendix detailing the key assessments](#) that will be used for each qualification when determining the Centre Assessed Grades, and JCQ's '[Guidance for students, parents and guardians: GCSEs and AS/A Levels in England Summer 2021](#)'. I must reiterate that staff are not allowed to discuss grades with students or parents, as this could invalidate the process for determining Centre Assessed Grades, and would be seen as malpractice. In fact, I need to make you aware that Headteachers have been advised by JCQ to report any instances of undue pressure placed upon teachers from parents or students in influencing the grades beforehand. Therefore, feedback from both the March and May assessments will be given as percentages or raw scores (rather than grades) and, in line with JCQ guidance students' scripts will be kept at school by their class teachers.

Having now received the final guidance from JCQ in relation to the management of Centre Assessed Grades and the appeals process that will be followed, we are currently finalising the school's Centre Assessed Grades 2021: Assessment and Appeals Policy. A copy of this will be placed on the website in the COVID-19 Updates area when it has been approved by governors and subsequently by the awarding bodies (exam boards) in April/May. However, in order to provide you with some indication of the process that will be followed, I can advise you of the following:

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t: 01386 765588 • f: 01386 40760 • e: [enquiries@princehenrys.worcs.sch.uk](mailto:enquiries@princehenrys.worcs.sch.uk) • [www.princehenrys.worcs.sch.uk](http://www.princehenrys.worcs.sch.uk)

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Working in collaboration with Bredon Hill and St Egwin's Middle Schools

- Subject teachers will determine a fair, holistic and representative grade for each student by looking at a range of evidence, which the student has produced across the course. This is likely to include the Autumn, March and May internal assessments, topic test results, Non-Examined Assessments (NEAs), practical performance and other key pieces of work. The grade is not an average of their performance and staff will take into account progress across the course.

The school will follow an internal and external quality assurance process that will include:

- The standardisation of centre assessments
- A comparison of grades awarded with those obtained by previous cohorts when exams took place (specifically 2017 to 2019), coupled with our expectations for the year group
- Heads of Department and the Senior Leadership Team will check that the grades are in line with the evidence available and, as Head of Centre, I will sign this off

In terms of the appeals process, this is the most recent information from JCQ:

#### 'Stage 1: centre review

*The first stage of the process is referred to as a centre review. If a student does not consider that they have been issued with the correct grade, they can ask their centre to check if an administrative or procedural error has occurred. The centre will need to ensure the student is aware that their grade could go down, up or stay the same. If the centre finds that an error has occurred, they will be able to submit a request to the awarding organisation to correct the error and amend the grade without the need to make an appeal to the awarding organisation.*

#### Stage 2: appeal to the awarding organisation

*The second stage of the process is referred to as an appeal to the awarding organisation (submitted by the centre on the student's behalf). An appeal should be submitted if the student considers that the centre did not follow its procedure properly, the awarding organisation has made an administrative error, or the student considers that the grade awarded was an unreasonable exercise of academic judgement. The centre will need to ensure the student is aware that their grade could go down, up or stay the same.*

#### Ofqual Exam Procedures Review Service

*If the student or centre considers that the awarding organisation has made a procedural error, they can apply to Ofqual's Exam Procedures Review Services (EPRS) to review the process undertaken by the awarding organisation.'*

#### **COVID Testing and Reporting: Easter Holiday 2021**

Students and staff have been given testing kits to enable them to continue undertaking twice-weekly asymptomatic COVID lateral flow tests. Please encourage your son or daughter to continue carrying out these tests and reporting the test results during the Easter holiday period, including immediately prior to their return to school on 19<sup>th</sup> April. We would recommend carrying out the tests in the evenings on Sundays and Wednesdays.

As with the Christmas holiday period, the school is required to report any positive cases to the Local Outbreak Response Team (LORT) if symptoms developed within two days of the last day of term. Based upon the last day of term for students being Wednesday 31<sup>st</sup> March, the following is updated advice issued by Public Health and Worcestershire Children First:

1. *'Students who have COVID-19 symptoms starting on 1<sup>st</sup> or 2<sup>nd</sup> April will need to inform their school immediately if they have a subsequent positive test (Lateral flow or PCR) up to and including Sunday 4<sup>th</sup> April (Easter Sunday). As always, if a student or a member of their household develops symptoms of COVID, they should arrange a PCR test as soon as possible via NHS Test & Trace and notify the school immediately if the result is positive.'* If you do need to report a positive test result, this should be done via [enquiries@princehenrys.worcs.sch.uk](mailto:enquiries@princehenrys.worcs.sch.uk).

2. *'Students and staff who develop COVID-19 symptoms and test positive on or after 00.01hrs on Monday 5<sup>th</sup> April will not need to inform the school but will be required to self-isolate for 10 days and their close contacts will be identified through the national Contact Tracing Service (CTS). There will be no action for the school.*
3. *'Students and staff who will need to continue their self-isolation into the new term should inform the school of their absence in the usual way.*
4. *'Parents should be reminded that under no circumstances should any student or staff member return to school if they are exhibiting any COVID-19 symptoms (however minor) or are unwell in any other way. They should arrange for a test and inform the school. '*

Please note that during the holidays, if your child is identified as a close contact of somebody who has tested positive and was in school on or before Wednesday 31<sup>st</sup> March, you will receive the following text message from us up to and including Tuesday 6<sup>th</sup> April. There will be no other correspondence, as school will be closed during the holidays.

*"Your child has been identified as a positive contact for Covid 19 and must self-isolate for 10 days from now."*

### Social distancing outside of school

As you are aware, whilst they are on the school site, students are kept in year group bubbles and at the start and end of the day, access and leave the school by separate routes to try and reduce the risk of mixing year groups. Through our assemblies and tutor time, we have also emphasised to students the importance of continuing to observe social distancing rules when they are walking to and from school and in particular, being mindful of the concerns of other pedestrians, many of whom are understandably anxious when faced with groups of people moving around at this difficult time.

The local policing team have asked that we draw this important matter to the attention of parents and carers. During routine patrols in the town, they have taken a low-key approach when seeing groups of students walking together, reminding them of the requirements to social distance. However, they have asked us to remind students and parents that police have the power to impose a fine of up to £200 on any person over the age of 18 who breaches social distancing rules. In the case of persons under the age of 18, that fine can be imposed upon their parents. Please could I ask for your help in speaking to your son or daughter to reinforce this message. Thank you for your help in this important matter.

### Safeguarding

Recently, there has been a great deal of information in the media in relation to safeguarding, mental health, sexual violence and women's safety. Please remember even during the school holidays, you can access a lot of useful information, including advice, in the [Safeguarding area](#) of the school website. During term time, the school's pastoral and safeguarding team are always available to address any concerns or issues in relation to student wellbeing.

### Key Dates Reminder

Year 13:                      Tues 27<sup>th</sup> April: online Parents' Evening (the aim of this parents evening is to focus on the May assessment preparations)

### Internal assessments:

Year 10:                      Tues 27<sup>th</sup> April (am) ICT or Citizenship; Wed 28<sup>th</sup> April (am & pm) Polish  
 Year 12:                      Wed 28<sup>th</sup> April and Wed 5<sup>th</sup> May (both pm) Thinking Skills  
 Years 11 & 13:              Tues 4<sup>th</sup> May - Fri 14<sup>th</sup> May - final classroom-based assessments  
 Year 10:                      Friday 21<sup>st</sup> May & w/c 24<sup>th</sup> May (put back from w/c 15<sup>th</sup> March)  
 Year 9:                        Week commencing 7<sup>th</sup> June (put back from w/c 4<sup>th</sup> May)  
 Year 12:                      Week commencing 14<sup>th</sup> June (put back from w/c 19<sup>th</sup> April)

**Other key dates:**

In a change to our original published calendar, please note the following:

|                              |   |
|------------------------------|---|
| Friday 25 <sup>th</sup> June | Activities Day - cancelled. All students will be in school for normal lessons                             |
| Friday 9 <sup>th</sup> July  | Speech Day - all students will be in school for normal lessons and an online celebration will be released |

In order to accommodate a Summer School, details of which will be issued in the near future, term will end for all students at 3.25pm on Friday 16<sup>th</sup> July. The Summer School will run from Monday 19<sup>th</sup> to Thursday 22<sup>nd</sup> July.

|  |  |
|--|--|
| Friday 18 <sup>th</sup> June                     | Deadline for schools to submit grades to exam boards |
| Friday 16 <sup>th</sup> July                     | Term ends at 3.25pm                                  |
| Mon 19 <sup>th</sup> -Thur 22 <sup>nd</sup> July | Summer School  |
| Tuesday 10 <sup>th</sup> August                  | A Level results day                                  |
| Thursday 12 <sup>th</sup> August                 | GCSE results day                                     |
| Autumn 2021                                      | Option for students to take written exams            |

Finally, I would like to take this opportunity to thank you once again for all your support and wish you and your family a safe, healthy and enjoyable Easter Break. We look forward to welcoming students back to school on Monday 19<sup>th</sup> April (which will be a Week 2 on the timetable).

Best wishes

Yours sincerely



Dr A Evans  
Headteacher