

Friday 7th October 2016

Dear Parent/Carer

Re YEAR 13 STUDENTS, Assessment and Curriculum update

I write to give you some important information about assessment and the curriculum for this year.

Curriculum Booklets

These are now available online in the curriculum section of the academy website. The booklets contain essential information about the exam board and topics being studied in each term by subject, with important deadlines included. It is intended to help students and parents to keep track of topics taught and also to help to anticipate and plan workload.

We would strongly recommend you use the online version of the booklet as this will always be the most up to date version. Parents will be texted if updates are made. However, we will supply a paper copy for parents who, for example, do not have easy online access. Please write to me at the school if you would like a paper copy.

Future Dates

Thursday 24 November: Year 13 parents' evening

Monday 6 March: Start of Year 13 mock examinations

Assessment Grades

Gradecards (GC) remain our method of reporting progress to you throughout the year.

Every GC will include a target grade and a working at grade for each subject. Targets are set individually for each student based on their prior attainment. The working at grade is awarded for all work done since the previous GC (or since the start of the year for the first GC). If students are working significantly below their target grade, they will be expected to participate in intervention work in subject areas to improve their knowledge or skills.

Distribution of Gradecards

We will be emailing gradecards to parents and students this year. The system is quicker than normal post and reliable. Students will receive their copy to their school email address only. Parents will receive their copy to their home email address, so it is essential that you keep us informed of changes to your email address.

The first GC will be issued to Year 13 by 19 October, and half termly thereafter. We will inform students and send a text to notify you that the email has been sent. The email is sent via our supplier Capita, and is sometimes classified as "junk" email so please check

your account carefully. If you have not received the email by 19 October, please contact Mrs Cole at the academy or on Claudia.cole@boa-academy.co.uk.

We can still supply a paper copy of gradecards to parents to parents who, for example, do not have easy online access. Please write to Mrs Cole at the school if you would like a paper copy.

I hope the above information is helpful, but if you have any further questions, please don't hesitate to contact me on tony.dean@boa-academy.co.uk.

We look forward to a productive and successful year.

Yours sincerely

A handwritten signature in black ink that reads "A. Dean". The signature is written in a cursive style with a large initial 'A' and a stylized 'D'.

Mr A Dean
Vice Principal