

January 2021

Dear Parents and Carers

### **Assessment Week 8-12 February 2021**

I am writing to inform you that there will be an assessment week for all students the week beginning the 8 February. Year 7 to 10 assessments will be available on Satchel:One with effect from 8 February and students will have an assessment for each subject. We will be asking students to submit assessments to their subject teachers either via Satchel:One or alternatively by subject email. All assessments will need to be submitted by 12 February 2021.

These assessments will be available throughout the week and the remote learning timetable will still operate as usual. One of the lessons during this week will be given to assessment time. Your child does not need to complete the assessment during this lesson which will enable them to plan their time themselves.

We are not expecting students to word process their responses, they can be handwritten, and a photograph uploaded if preferred. Students will receive feedback after half term via Satchel:One. It is important that the students complete their assessments in order for their subject teachers to address misconceptions and inform their planning for the following term. Students would usually complete an assessment in class at this point in the term so they will be used to this way of working.

It is important that they follow the normal expectations of an in class assessment and where possible find a quiet place to work, not refer to any notes and stick to the time frame where there is one. Students using work packs at home will have their assessments posted to them to arrive by 8 February. If possible students should photograph their responses and upload via subject email or on Satchel:One, where this is not feasible we will ask for assessments to be posted back to school. If you require any support with this please let your keyworker know during your weekly wellbeing calls.

#### **Year 11**

Year 11 will also complete assessments during this week. These will all be posted home to students as they are required to complete a past paper for each subject and this is often easier to do on a paper copy. It is important that these are completed and returned to school in the business reply envelope that will be provided. There will also be a copy of the past paper made available on Satchel:One during assessment week for those that prefer to work online.

It is important that when assessments are completed that students follow the usual expectations of exam conditions. This means using the amount of time suggested by the teacher, no use of reference books or the internet, or reference to their exercise books.

The outcomes of these assessments will be used by staff to identify areas for future learning so that we can ensure that any misunderstandings or misconceptions can be addressed.

Students in receipt of access arrangements will be contacted by a member of the inclusion faculty to discuss any support required.

Please find below a copy of the subject email addresses that students can use to send completed exam papers to if they are unable to upload work or photographs to Satchel:One. All emailed work should have the student name and subject teacher in the email subject line to help with the marking process. This will make the process much easier.

[mathsstudents@jws.bham.sch.uk](mailto:mathsstudents@jws.bham.sch.uk)  
[sciencestudents@jws.bham.sch.uk](mailto:sciencestudents@jws.bham.sch.uk)  
[geographystudents@jws.bham.sch.uk](mailto:geographystudents@jws.bham.sch.uk)  
[restudents@jws.bham.sch.uk](mailto:restudents@jws.bham.sch.uk)  
[businessstudents@jws.bham.sch.uk](mailto:businessstudents@jws.bham.sch.uk)  
[musicstudents@jws.bham.sch.uk](mailto:musicstudents@jws.bham.sch.uk)  
[artstudents@jws.bham.sch.uk](mailto:artstudents@jws.bham.sch.uk)

[englishstudents@jws.bham.sch.uk](mailto:englishstudents@jws.bham.sch.uk)  
[mflstudents@jws.bham.sch.uk](mailto:mflstudents@jws.bham.sch.uk)  
[historystudents@jws.bham.sch.uk](mailto:historystudents@jws.bham.sch.uk)  
[socialsciencestudents@jws.bham.sch.uk](mailto:socialsciencestudents@jws.bham.sch.uk)  
[technologystudents@jws.bham.sch.uk](mailto:technologystudents@jws.bham.sch.uk)  
[pestudents@jws.bham.sch.uk](mailto:pestudents@jws.bham.sch.uk)  
[dramastudents@jws.bham.sch.uk](mailto:dramastudents@jws.bham.sch.uk)

Thank you for all your support and positive feedback, we do not underestimate the challenges of remote learning.

Yours faithfully

**Mrs L Norton**  
**Assistant Headteacher Assessment & Curriculum**