



St Robert of Newminster Catholic School and Sixth Form College



Biddick Lane, Washington, Tyne & Wear, NE38 8AF
Tel: (0191) 716 1700 Email: school@str.bwcet.com

Head Teacher: Mr. D. Juric
Chair of Governors: Mr. G. Moorhouse

21st May 2021

Re: WJEC Food Science and Nutrition Applied Diploma

Dear Parents, Carers and Students

Students studying the above two year qualification *cash-in* the units they have completed in the first year to achieve the Applied Certificate qualification. In Year 13 they complete the remaining units in order to achieve the full Applied Diploma. I am writing to explain how this will work within the national guidelines for qualifications during this COVID affected year.

The Applied Certificate consists of two units. These two units are a written exam and a piece of coursework completed over the duration of Year 12. The coursework unit will function as normal this year and will be internally marked and verified. However, the written exam has been cancelled due to COVID. Therefore, this unit will be replaced by the in-class assessments which students have been completing this half term in lessons. These in-class assessments will all be complete by Friday 28th May. They will be internally marked and moderated within school. Students will also receive a separate sheet this half term specifying the exact arrangements for each unit.

Assessments will only test subject content which has been taught. They will be marked using awarding body mark schemes and will be internally standardised as part of our internal quality assurance procedures. A balanced, holistic judgment will be made on the grade at which each student is performing based on the evidence provided in the assessments and the coursework. These grades will be awarded using appropriate grade descriptors, grading exemplification/exemplars, and sector performance indicators. Our processes will also be subject to the awarding body's external quality assurance procedures.

For your information, our Centre Assessment Policy can be accessed via the following link:
<https://www.strobertofnewminster.co.uk/wp-content/uploads/2021/05/St-Roberts-Centre-Assessment-Policy.pdf>

Special consideration cannot be applied due to lost teaching and learning, as this is addressed by only assessing on the content students have been taught. If a student believes that their performance in an assessment has been affected by illness or personal circumstances, they should raise the issue with the school for consideration. Ordinarily, independent supporting evidence will be expected from the student. Circumstances would have to be significant and so the school is already likely to be aware to some degree. The mitigating circumstances must have adversely affected the student at the time of the assessment itself. In such circumstances the school may factor in the information and if appropriate select a different piece of work as evidence.



To raise such concerns students should inform the school via the following email address 2021Grading@str.bwcet.com. We will only consider such circumstances if we are informed via this email address. The deadline for any such communication is Friday 28th May. Any emails received after this date will not be considered.

Results, Results Days and Appeals

The school is not permitted to reveal your grade to you prior to the official Results Day, which is currently expected to be Tuesday 10th August. We will inform parents/carers and students of the exact arrangements after half term. There will be an appeals process, but the national guidance for appeals has not yet been published. Therefore, we will update you more fully next half term.

I wish students good luck with any remaining in-class assessments, and we will write again next half term regarding Results Day and the appeals process. If you should have any questions, please contact Mr J Green, Assistant Head Teacher in charge of Vocational and Technical Education, at the school.

Yours faithfully



Mr D Juric
Head Teacher

