

24 April 2020

Dear Students, Parents and Carers

We hope that you and your family are well.

During the Easter holidays Ofqual, the body for overseeing the examination system, issued further guidance about centre-assessed grades for Year 11 and Year 13 exams. Schools will be asked to submit a grade for each candidate. The results can be collected on the previously published results days of Thursday 13 August 2020 (Year 13 students) and Thursday 20 August 2020 (Year 11 and Year 12 resit students) from Braintree Sixth Form. Mrs Musson, our exams officer, will be in touch in due course with the arrangements for these days.

The evidence used will include professional judgement, mock examination data, ongoing assessments, completed tests, coursework and expected progress. Please be reassured that as professionals we are crucially aware that mock grades alone do not indicate performance in the final exams.

The centre assessed grades will not be shared as they will be moderated and may be changed. Therefore, we ask you not to contact the school or individual staff to discuss the grades or the evidence that we are using to calculate them.

There will be no appeal process if the grade is not as expected. However, there will be the opportunity to sit the examination during the Autumn term to improve the outcome. We do not have any details of this yet but will update you as soon as possible.

During the next few months, details of post-16 and post-18 opportunities and support will be emailed out regularly.

Mrs Robb has registered Year 11 students for an online learning programme, focussing on the development of independent research skills. Now is the perfect time to prepare for future studies and practice vital skills needed to be successful. By the end of this course, you will be able to:

- Manage your research time in the most efficient way;
- Use tools and techniques to organise your research;
- Search more deeply for a wide range of sources;
- Evaluate sources for credibility;
- Use reading strategies to tackle complex texts;
- Draw your own conclusions based on research;
- Reference your sources correctly;
- Share your findings in a clear and convincing way.

This course is 100% online and packed full of engaging learning materials, with a personal action plan and a knowledge test for each learner. Details of how to register have been sent to students via Edulink. If you have any problems accessing the course, please contact Mrs Robb (michelle.robb@notleyhigh.com).

Mrs Townsend has contacted sixth form students separately about online employability skills courses which they can be completing during their time at home.

All Year 11 applicants to Braintree Sixth Form will be contacted next week with suggestions for reading and preparation tasks they can do to get ready for their sixth form courses. The normal application process is closed but it is possible to submit a late application. Please contact our administrator Lois Turner if you wish to do so: lois.turner@braintreesixthform.com.

Finally, our careers adviser, Jane Cure, is also available. If you would like to ask her for assistance, please email Mrs Robb and she will pass your questions on. Jane will then make contact with you via email. She has sent the following information for Year 11 students.

Colchester Institute - www.colchester.ac.uk

No interviews are taking place and the college will be emailing information to all students who have applied for a course. They will be updating their website on a regular basis but if you have any questions or concerns about your application, please contact the college via the website.

Chelmsford College - www.chelmsford-college.ac.uk

If you have applied and are awaiting an interview, there will be no further interviews this term but the college is aiming to make 'conditional' offers for courses, depending on your predicted grades. This means they can offer you a place starting in September, as long as you are eventually awarded the required grades for the course. You will receive a letter/email from them with further information.

Colleges are still accepting applications so if you are considering college as an option, even as a back-up plan, and have not yet applied then please visit the college website and complete an online application as soon as possible. Local colleges include:

- Chelmsford College - www.chelmsford-college.ac.uk
- Colchester Institute - www.colchester.ac.uk
- Writtle University College - www.writtle.ac.uk
- South Essex College - www.southessex.ac.uk
- Stansted Airport College - www.stanstedairportcollege.ac.uk

Apprenticeships

Vacancies are still being advertised on the government website (www.gov.uk/apply-apprenticeship).

Even though the Year 11 and Year 13 students are not expected to attend school, their welfare and safety is still a high priority. For the last several weeks we have been completing 'welfare checks' with a number of families, to ensure students are supported. From Monday this will now happen for all students, as part of our duty of care, whilst the school is closed. The form tutor will send an email to the student requesting a response to confirm their wellbeing and access to support is being provided. If the student does not respond you will be contacted via email or telephone to confirm all is well. Please respond to the message to confirm there are no concerns. For safeguarding reasons, the telephone number of the member of staff will be blocked. We appreciate you may not wish to answer a blocked caller but ask you not to ignore these calls if you are aware your child has not responded to their tutor.

To support students' wellbeing in Years 7 - 11, a series of 'wellness' tasks are being posted on Edulink. The activities are very straightforward and could be completed as a family.

We will no doubt find out in the coming weeks when the lockdown will ease and the proposed 'exit strategy'. There are many rumours suggesting what might happen in schools but be assured as soon as we know anything, we will update you immediately. Due to the uncertainty of the situation we will update you when we have more information about any possible leavers' events, such as the Year 11 prom. Mr Rowe is still compiling the Year 11 yearbook and we are going ahead with ordering leavers' hoodies for students who would like these. We ask that students check their school email address or Facebook regularly for updates.

A stylized, handwritten signature consisting of a large, looped 'P' and 'H' with a diagonal line crossing through them.

CEO/Executive Headteacher

A handwritten signature that appears to read 'Kate Asick' in a cursive script.

Head of School