



**Dame Elizabeth
Cadbury School**

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www.decschool.co.uk

Our Ref: RP/CS/Assessments

Date: 11th October 2023

Dear parent/carer,

We thought it would be a good time to send out some key reminders regarding curriculum, homework and assessment.

Homework will be set each week and more frequently at Key Stage 4 and Key Stage 5. A copy of our homework policy can be found on the website ([HERE](#)). Staff set homework that is to be written in the pupil's planner so that pupils and parents/carers can see the homework each day through. We are currently testing a system to have this homework viewed electronically. If a pupil has a problem with homework, they should speak to their class teacher before the lesson when it is due to be handed in, to ask for support. We also run a Homework Club and success centre which runs 3:10pm to 4pm where your child can access staff support. You may find that some homework makes use of learning platforms such as SENECA in Science, Bedrock in English or MathsWatch in Mathematics.

Curriculum information for each subject is available on our website ([HERE](#)). This provides you with information about which subjects your child will be studying and the sequence of the topics. This is currently being updated and will contain more information after half term. Your child will also have a checklist in their exercise books at the start of each topic telling them what they will be learning about.

We will assess each child via a combination of formative and summative assessment. Formative assessment is a planned ongoing process during lessons e.g. question and answer, whereas summative assessment usually takes place at the mid points and end of a unit. Pupils will receive information about when a summative assessment is taking place in lessons and will also be guided about what revision and preparation they need to do. Teachers will provide feedback on assessments and in exercise books and pupils are provided with time to respond to this feedback in green pen. The green pen work in pupil books is where they have added, or improved their work, addressed mis conceptions or completed some self or peer assessment/reflection. In addition to summative and formative assessment in lessons, there are some key dates for examination groups which are as follows:

Mock weeks here:

Year Group	Mock Window 1	Mock Window 2
10	Monday 17 th June – Friday 28 th June	
11	Monday 23 rd October – Friday 17 th November	Monday 19 th February – Friday 8 th March
12	Monday 17 th June – Friday 28 th June	
13	Monday 23 rd October – Friday 17 th November	Monday 23 rd October – Friday 17 th November



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In Key Stage 4, to help your child prepare for exams, they will be provided with revision advice form time sessions, subject lessons and assemblies. As you are aware, we are also offering form-time and Period 6 interventions for subjects in year 11. These are vital for your child to maximise their progress and potential. Please ensure that your child prepares well for all assessments and examinations and attends all of the required intervention sessions.

We use all of the information that we collect about your child to report to you three times each year. This will include information about both academic progress and attitude to learning. The reporting release dates for the year are:

Year Group	Progress Report 1 (week beginning)	Progress Report 2 (week beginning)	Progress Report 3 (week beginning)
Year 7	23 rd October*	29 th January	15 th July
Year 8	4 th December	29 th April	15 th July
Year 9	6 th November	19 th February	15 th July
Year 10	8 th January	29 th April	15 th July
Year 11	4 th December	18 th March	
Year 12	23 rd October	19 th February	15 th July
Year 13	4 th December	18 th March	

***Attitude to learning only**

We will use formative and summative assessment to review pupil groups to ensure that pupils continue to be placed in the most appropriate group for their ability. We will inform parents/carers of any changes to sets. Whilst we take a holistic view to assessment, it is important that pupils do revise and prepare very well. They will be guided by their teachers as to how best to prepare for each summative assessment.

I hope you find this information helpful. A copy of this letter and each letter sent home is available on the school website. We also send out a termly newsletter and post regularly on Twitter and our website. We really appreciate the work that you do behind the scenes at home and I would like to take this opportunity to thank you for all that you do to support your child's learning.

Yours Sincerely



Mr R Prime
Headteacher