

Friday, 19 May 2017

Dear Parents, Carers and Guardians,

Re: Academy Assessment Week — 5th–9th June 2017

I am writing to inform you about the end-of-year Assessment Week for Foundation, Level 1 and Level 1+ students during the week of 5th June 2017.

This week of formal assessments in each subject is a key way for students to demonstrate how much they have learned and progressed over the year, and will give us the opportunity to celebrate student achievement. The assessments are also an invaluable experience for all students to take part in formal examinations, and offer the opportunity for students to better understand and become accustomed to the kind of assessments they will undertake in the future.

Information about each subject exam, including resources and timings, will be shared on the Examinations section of our website by Monday the 22nd of May.

It is crucial that your child has 100% attendance during this formal assessment week and that they are prepared and ready to perform at their best, with all of the necessary equipment they need to succeed. This should include:

- ✓ 2 black or blue ball-point pens;
- ✓ 2 pencils;
- ✓ Ruler;
- ✓ Rubber;
- ✓ Reading book;
- ✓ Calculator and additional maths equipment for science, engineering and maths exams.

FAQs

Why are all the assessments in one week?

The week provides students with the valuable experience of preparing for a number of assessments at the same time. They can develop revision skills and understand better how to manage their study time.

How will the Academy support my child?

We fully understand that students will feel anxious due to the pressures of a number of assessments

in a short space of time; however, this does reflect their future experience. To minimise additional stress we will ensure the following:

- ✓ Tutors will advise on revision skills;
- ✓ Mindfulness techniques will be integrated, helping students with any stress they may feel;
- ✓ All students will receive a timetable of when their assessments will take place and the nature of each assessment. This allows them to plan their revision time;
- ✓ Subject teachers will provide students with relevant study and revision materials which will be available online [via the website](#) and on Google Classroom. Students will also be emailed all details;
- ✓ There will be revision and study lessons built into the week;
- ✓ The Academy Day will finish at 3.35pm to allow students time to rest and prepare for the next day's assessments.

How can I help my child prepare for Assessment Week?

You can support your child during the half-term holiday and throughout Assessment Week by ensuring that they are revising for each subject and that they are completing revision work provided by teachers. Just like every Academy day, we ask that they have a good night's sleep on each evening during the week, and that they have a good breakfast each morning so that they are both physically and mentally prepared for these assessments. The Breakfast Club will also be open before the start of the Academy day for students to use.

A wealth of exam tips are available on our website under the Examinations section, for both you and your child. We highly recommend perusing these tips: www.uclacademy.co.uk/Examinations

What will the results be used for?

Teachers will be using the assessments to judge a student's progress over the year. Analysis will also reveal areas that students need to work on to be prepared for the following year. For L1P it is a very important indicator for their GCSE results.

Will I be able to see my child's assessment?

We will report your child's performance in these assessments as part of the end of year report. You can request a copy of the assessment where possible.

Can my child retake an assessment?

This will be at the discretion of the relevant Curriculum Leader. All students will have the opportunity to review their assessments and follow up on areas of weakness.

Please do not hesitate to contact the Academy if you have any questions about the Assessment Week or about how you can support your child. Many thanks again in advance for all of your support.

Yours faithfully,



Ms L Stolarczyk
Assistant Principal
The UCL Academy