



Dear Parents and Guardians,

Coursework and Non-Examined Assessments

I write with information about coursework/non-examined assessments (NEAs), which are part of the syllabus for certain GCSE, A-Level and IB subjects. Exam board regulations require us to ensure that boys and parents are aware of the schedule; please find this academic year's schedule on Firefly under Upper School – Supporting Learning – Coursework/Non-Examined Assessment Schedule [here](#).

Some of these assessments take place throughout the course of the year, others have more specific dates. I write to make all boys and parents aware of the importance we as a school place on these NEAs. We encourage boys to treat these as seriously as they might do an end of year exam. In this way, boys can ensure that they do themselves justice and maximise their chances of success in their qualifications overall.

For GCSE and A-Level coursework/NEAs, boys will be notified of their allocated marks soon after the final submission date. All marks are then subject to external moderation by the exam board themselves, and final marks will not be known until results are released in August. Boys may request a review of the school's internal marking if they can identify issues with the mark given by the school so long as they notify the relevant Head of Department within three working days of receiving details of their allocated internal, unmoderated mark.

Boys and parents are also advised that the broader public exam board regulations are available to view on Firefly [here](#) under 'JCQ Instructions for Candidates' and a full list of our Exam Policies and how to access them can be found on the [School Policy area](#) of the website. If you have any questions on these, please do contact [Mrs Martin-Merchant](#), our Examinations Officer.

With best wishes,

Mr Baldock
Deputy Head (Academic)